



# DISTRICT OF MONTANA QUARTERLY NEWSLETTER



VOLUME 10, ISSUE 1, JANUARY, 2018

## Helena Division Clerk Counter to Close

Effective February 12, 2018, the federal court clerk's office will no longer service in-person transactions at the Paul G. Hatfield Courthouse in Helena, Montana. The Helena Division clerk's office will remain staffed to respond to case-related inquires over the telephone at 406-441-1355.

## Personnel Changes

The District of Montana is pleased to welcome Colin Hanson. Colin comes to us originally from the country of Wales, and most recently Olympia, WA. Colin works for the bankruptcy and district court operations team.

Welcome Yvette Heinze! Yvette was sworn in as the official court reporter for the Hon. Brian M. Morris on September 25, 2017. Yvette has been a registered court reporter sine 1998, reporting for the Montana First Judicial District from 2011 thru 2017.

## New Bankruptcy and District Court Local Rules

New local rules for both the bankruptcy and district court have recently been adopted. You may find the new local rules adopted December, 2017, by visiting the courts' web-sites at:

<http://www.mtd.uscourts.gov/local-rules> or  
<http://www.mtb.uscourts.gov/rules>

## District Court Courtroom Upgrade

The Charles N. Pray courtroom in the Missouri Courthouse, Great Falls has undergone a significant technological upgrade. The courtroom upgrade included replacing existing monitors, microphones, speakers, and the electronic control system.

## Retirements

After 20 years of service with the Court, Erica Larson retired on December 31, 2017. In Erica's tenure, she worked for 8 years for the clerk's office in the Billings division before transferring to the Butte division in 1997. Erica plans to enjoy her retirement in Bozeman as well as Palm Springs, and looks forward to spending time with family.

## Change in case management duties for clerk's office, Butte division

The clerk's office, Missoula division, has taken over case management and ECF help desk support for Butte division cases. All inquires may be directed to the Missoula division at: 406-542-7269.

## Attention Bankruptcy Practitioners Coming Soon!! Next Generation of CM/ECF

NextGen CM/ECF, is the latest iteration of the national case-management and electronic-filing system.

NextGen CM/ECF allows public filers to use a single user name and password to access both PACER information and file in CM/ECF. Filers **must upgrade existing PACER** accounts and use the upgraded accounts to log in to NextGen CM/ECF.

For more information on upgrading your PACER account in anticipation of NextGen, please visit the PACER Service Center's website at: <https://www.pacer.gov/nextgen/>

## Helpful Hint: Don't forget about the Search feature in ECF

Can't find the correct event while e: filing? Use the "Search" feature located at the top of your ECF toolbar. Type in a word that you are looking for and voila! The system will display various menus/events to choose from.

### District Court Clerk's Offices

Billings: 247-7000 Great Falls: 727-1922  
Butte: 497-1279 Helena: 441-1355  
Missoula: 542-7260



### Bankruptcy Court Clerk's Office

Butte: 497-1240