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Imaging Technology

Like forward-looking courts across the country, the Orange County Clerk of Courts is using imaging technology to streamline the document archival process with an eye toward reducing the dependency on paper-case files. Imaging replaces the microfilm archiving of the past 30 years. With imaging, the document or pleading is scanned by a clerk and a digital image of the document is created. Documents can then be tracked and stored electronically with a clear audit trail. In addition, images necessary to the case are available to the presiding judge at his or her desktop, speeding up the judicial process and saving taxpayers money on folders, shelving, and space required to store paper files. By the time a new case is closed, all documents and judgments pertaining to the case are scanned, imaged, and indexed into the system. The Orange County Clerk of Courts began an imaging pilot in 2007 and all divisions will be using imaging technology by the end of 2009. **Success Indicator: Probate/Mental Health is already touching 95 percent fewer files, working its way like other divisions toward the 100 percent mark.**