**Meeting Date:** July 21, 2025  
 **Attendees:**

* **Demo Team:** Conner and Maeve
* **Supervisors:** Sam Glover and Bryce W.
* **Court Representatives:** Caitlin Reddy, Aaron Williamson, Carolyn Jones, Nicholas Lesbirel, Linette Guzman

### **Key Notes & Action Items**

#### **Form Logic & Content**

1. Add an **option for attorney ghostwriting** on the form.
   1. Confirm if this is needed when volunteer lawyers are assisting.
2. Only include **rent** and **month** fields on the **Rule 10 rent worksheet**.
3. The **Rule 10 affidavit** will likely need changes.
   1. The **general affidavit** should remain mostly unchanged.
4. **Remove the business/organization option** for defendants—this form is for **individual plaintiffs and defendants.**

#### **Interview Flow & Questions**

1. **Add a required question for docket number** early in the interview.
   1. Example: *“What is the docket number (case number) of the case you’re filing into?”*
   2. Include helper/hover text to guide users on where to find this.
2. This form is intended for **plaintiffs**, not defendants.
   1. Remove any questions about whether the user is attaching this to an existing or initial case.
3. Determine whether the case is a **summary process** case by using the docket number.
4. Adjust interview flow depending on case type (summary vs. non-summary).
   1. Skip unnecessary intro questions when appropriate.
5. Reword the question:
   1. Old: *“Is this person on your side in the case?”*
   2. **New:** *“Are there any other plaintiffs in this case?”*
      1. **Hover text:** *“The person filing the case is called the plaintiff. If someone else is filing the case with you, they would also be a plaintiff.”*
6. **Review and revise the language** for the **civilian employment checkbox**.
7. **Review syntax and ordering** of questions for better clarity and flow.

#### **Jurisdiction & Venue**

1. Add logic: Depending on the case type, the filer must be a **resident of the county** to establish **venue or jurisdiction**.

#### **General Notes**

1. **Currently, no docket number logic is built in**—this needs to be added.
2. Some parts of the interview may **assume we know which side** the user is on.