

ANNOUNCEMENT

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Date: July 18, 2017
From: Sean Broderick
To: Federal Defenders and CJA Panel Attorney Representatives
CC: Administrative Officers, Computer Systems Administrators, DAWG members, Cait Clarke, Conrad Huygen, Lori Green, Lisa M. Watson, Brian Wiggins
Re: *E-discovery assistance available through Casepoint Online Document Review Platform for Select CJA Panel/FDO Cases*

We are pleased to announce that the Defender Services program has contracted with Casepoint, LLC to provide an online document review platform for CJA panel attorneys and federal defender offices (FDOs) in select federal Criminal Justice Act (CJA) cases. Casepoint LLC hosts Casepoint, an online, e-Discovery platform used by law firms, major corporations and governmental legal departments. Casepoint includes computerized early case assessment, technology assisted review (TAR), cloud analytics, data processing and a fully hosted review platform. The platform has an easy-to-use interface which makes its accessible to all end users, from novice users to legal professionals who are experienced with other document review platforms.

Casepoint is designed to assist attorneys and their staff in organizing, managing and analyzing large volumes of discovery. If approved, a set amount of case material from CJA / FDO cases can be hosted on Casepoint without the need to seek funding from the trial court. If a case has more discovery than can be hosted under the contract, a discounted rate is available for larger cases needing to host additional data. Using a secure, web-hosted document review platform such as Casepoint is advantageous in multi-defendant cases with large volumes of information. Case materials are located in one central repository and easily reviewed, tagged and accessed by all defense teams from wherever they are as long as they have an internet connection. This greatly alleviates the need for panel attorneys to have specific hardware, software or IT support usually necessary to utilize similar review platforms on your local office network. Along with the online document review platform, Casepoint, LLC provides project management expertise and training for all users of the system.

Casepoint and other legal review platforms are different from online storage services such as Box.com and Dropbox. Storage services such as Box.com and Dropbox are built for the cloud

storage and sharing of files with limited other functionality whereas Casepoint is a document review tool developed specifically for legal work. Some key features of Casepoint that will be key to the management of discovery include the ability to maintain private notes in a multi-defendant case that cannot be seen by other legal teams on the case, universal bulk tagging, filtering, and annotation which can be shared by all legal teams; review of e-discovery without changing any of the underlying background information; and having the option to view many file types within the platform without having the original program in which the document was created in on your computer (e.g. you can see an Excel spreadsheet without having Microsoft Excel installed on your computer). NOTE: If you have a CJA case that could benefit from the short-term storage of data or the transfer of data on the cloud, please contact the National Litigation Support Team (NLST) as we have a national contract with Box.com and can provide hosted space at no cost to panel attorneys.

To assess whether your case qualifies for Defender Services funded secure hosted space, please do the following:

1. Have an attorney on the case contact Kelly Scribner at 510-637-1952 to discuss the discovery you wish to have hosted. Make sure to identify whether the local federal defender office is involved as well and whether there are any retained counsel. To assist you prior to your call, please review the Initial Discovery and 3rd Party Data Assessment Checklist” on fd.org at <https://www.fd.org/sites/default/files/Litigation%20Support/initial-discovery-assessment-checklist.pdf> as we will review the answers to these questions in determining whether the use of Casepoint is appropriate for your case.
2. Schedule a demonstration of Casepoint for all parties with the NLST to ensure that the platform technically fits your needs and that the all defense teams are comfortable with the user interface.
3. Discuss the option of using Casepoint with all defense teams and identify any parties who do not wish to participate and have access to the platform.

Allocation of hosted space will be based on a first come first serve basis and only for cases in which there is a benefit to having discovery hosted. Space is limited and this is a service for all CJA panel and FDO attorneys, so we cannot guarantee there will be space available for every case. If space is not available, Casepoint will provide a reduced rate for CJA panel attorneys and FDOs.

Please do not hesitate to contact either Kelly Scribner (kelly_scribner@fd.org) or Sean Broderick (sean_broderick@fd.org) at 510-637-3500 if you have any questions.