

FALL 2026

THE REPORTER

SOUTH DAKOTA PARALEGAL ASSOCIATION



Executive Committee

PRESIDENT

Autumn Nelson, ACP

1st VICE PRESIDENT

Rebecca Goeken

2nd VICE PRESIDENT

(Vacant)

INTERIM NALA LIAISON

Autumn Nelson, ACP

SECRETARY

Chris Lillo, ACP

TREASURER

Jessi Stucke, ACP, CEDS

THIS ISSUE:

- President's Message
- SDPA Committee Highlights
- Parablog
- French Dip Sliders
- Minutes of SDPA's Annual Meeting
- Did You Know
- Tech Tips

SDPA's Fall Seminar

- details coming soon.



NEWSLETTER



AUTUMN NELSON, ACP



Dear SDPA Members,

I hope you are enjoying a productive and successful year. As I reflect on recent opportunities for professional growth, I am excited to share highlights from the 2026 NALA Conference in Denver, Colorado. The conference brought together paralegals from across the country to learn, network, and exchange ideas that will continue to strengthen our profession.

One of the most significant themes throughout the conference was the evolving role of technology in the legal field. Sessions such as Cybersecurity, Privacy, and Ethical Practices for Paralegals emphasized the critical responsibility we have in protecting client information and maintaining ethical standards while embracing new technologies. The practical guidance offered serves as a valuable reminder that every member of the legal team plays a role in safeguarding sensitive data.

Ethics and professionalism remained at the forefront with sessions like I Spy: The Legal Ethics Edition, which explored real-world scenarios involving confidentiality, candor, loyalty, and fairness. These discussions reinforced the importance of maintaining the highest professional standards in our daily work.

Several presentations focused on supporting vulnerable populations and strengthening advocacy efforts. Sessions including The Paralegal's Role in Domestic Violence Advocacy, Domestic Violence Intervention and Prevention Strategies, and Supporting Survivors: Domestic Violence, Sexual Assault, and Trafficking highlighted the importance of trauma-informed practices and the meaningful impact paralegals can have when assisting survivors through complex legal processes.

The conference also offered unique



opportunities to explore specialized areas of law. From Criminal Profiling in Premises Liability Cases and Evaluating Sexual Assault Allegations: Evidence, Behavior, and Legal Strategy to Navigating Maritime Law in the Cruise Industry, attendees gained insight into emerging strategies, investigative techniques, and legal frameworks that broaden our understanding of the profession.

On the technology and practice management front, OneNote: The Legal Command Center for Case Management and Trial

demonstrated innovative ways legal professionals can use familiar tools to increase collaboration, organization, and trial preparedness. It was inspiring to see practical solutions that can be implemented immediately in our offices.

As President of the South Dakota Paralegal Association, I also had the opportunity to participate in the Affiliated Associations Annual Meeting and Awards, the Affiliate Showcase & Reception, and the Building Stronger Affiliated Associations workshop. These events provided valuable opportunities to connect with leaders from affiliated associations across the country, exchange ideas, and explore new ways to engage members and develop future leaders. The collaboration and enthusiasm among affiliates reaffirmed the strength of our profession and the important role local associations play in supporting paralegals.

Looking ahead, the SDPA Education Committee is already in the planning stages for our Semi-Annual Seminar, which will most likely be held in Pierre in late October or early November. We are excited about the educational opportunities this event will provide and look forward to sharing additional details as plans are finalized. Be sure to keep an eye on the SDPA email listserv for updates regarding dates, registration information, and seminar programming.

Thank you for your continued support of the South Dakota Paralegal Association. Together, we continue to strengthen our profession through education, leadership, and service. I look forward to seeing many of you at our upcoming events.

Lead with a smile.

SDPA News

 **Member Portal**

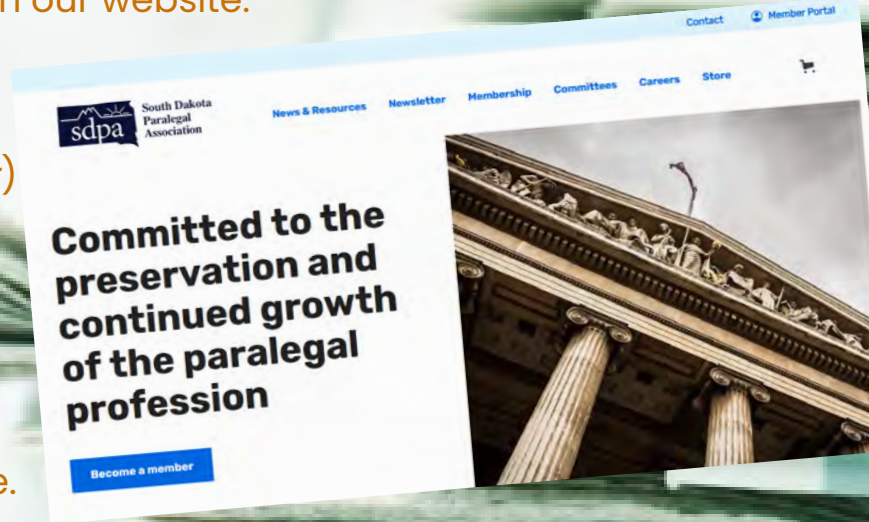
SDPA has updated the Member Portal on our website.

New Items Include:

- All Job Bank postings
- All archived newsletters (*The Reporter*)
- Templates for various standard forms (*coming soon*)

As part of your membership in SDPA, all members have access to the Member Portal. The password can be obtained from the Executive Committee.

Check it out!



SDPA Social Media

Have you seen SDPA has expanded its presence on social media? To the right are QR Codes to check out our pages.

Feel free to repost and share across social media.

Like. Share. Follow.



OPINIONS FROM THE S.D. SUPREME COURT

To access full opinions, click [here](#).

Shevling v. Major

Citation: 2026 S.D. 27

Citation Date: 5/13/2026

Judge: Honorable Bruce V. Anderson

Areas of Law: Family Law; Division of Retirement Account

State v. Cadotte

Citation: 2026 S.D. 28

Citation Date: 5/13/2026

Judge: Honorable Robert Gusinsky

Areas of Law: Criminal Law; Discovery

State v. Pickner

Citation: 2026 S.D. 29

Citation Date: 5/13/2026

Judge: Honorable Bridget Mayer

Areas of Law: Criminal Law

Luzier v. Hemmah

Citation: 2026 S.D. 30

Citation Date: 5/13/2026

Judge: Honorable Richard A. Sommers

Areas of Law: Real Estate & Property Law; Easements; Adverse Possession

Estate of O'Farrell v. O'Farrell

Citation: 2026 S.D. 44

Citation Date: 7/9/2026

Judge: Honorable Patrick T. Pardy

Areas of Law: Real Estate & Property Law

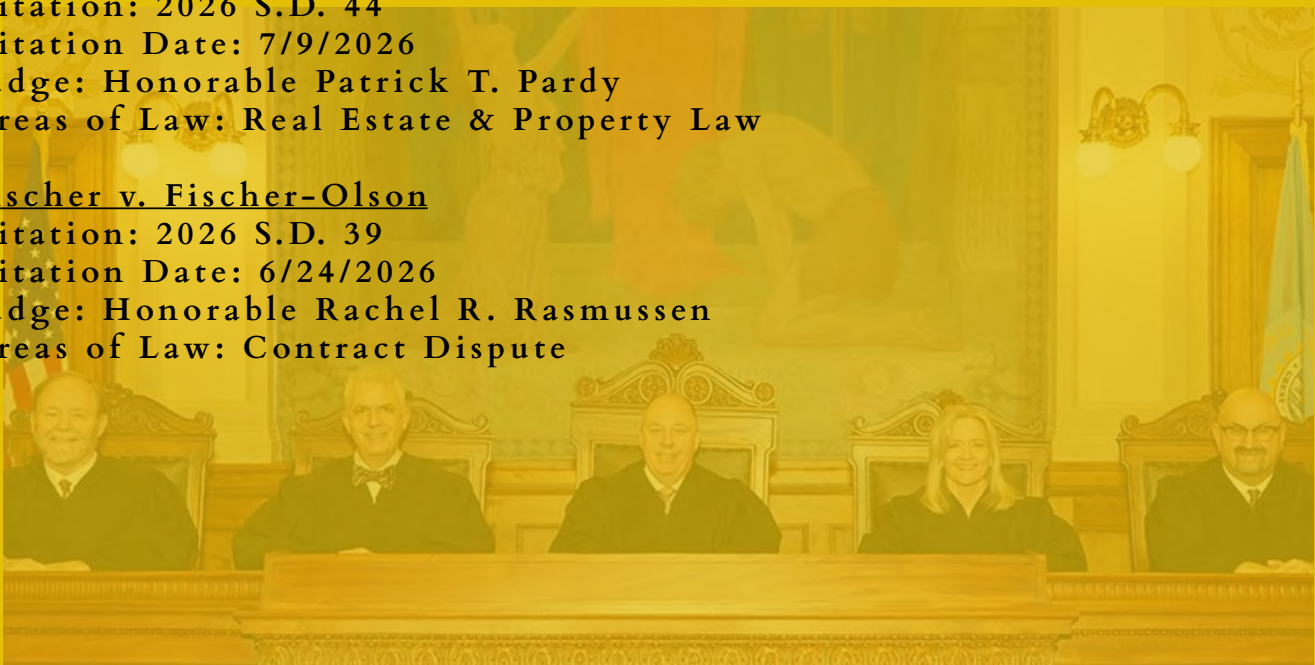
Fischer v. Fischer-Olson

Citation: 2026 S.D. 39

Citation Date: 6/24/2026

Judge: Honorable Rachel R. Rasmussen

Areas of Law: Contract Dispute



The secret to having it all is believing you already do.

PROFESSIONAL DEVELOPMENT

Co-Chairs:

Michelle Tyndall, ACP
Laura Stewart

ACP

ACP

Members:

Taylor Hageman
Lila Hericks
Brenda Hubbard,

Kayne Larimer, ACP
Michelle Schmidt,

We are continuing the advertising campaign started last year, promoting SDPA and the use of paralegals to attorneys and law firms. An ad was placed in the State Bar Newsletter in July. We plan to run another ad later this year. We are also working on sending an email flyer directly to attorneys. We welcome any feedback on our ad designs or messaging, so please let us know your thoughts and suggestions.

There are currently 3 openings in the job bank:

Paralegal – Sioux Falls

Eekhoff Law, an immigration firm, is seeking a full-time experienced paralegal.

Paralegal – Sioux Falls

Muth Electric is hiring a full-time corporate paralegal for their corporate law department.

Paralegal – Sioux Falls

The Federal Public Defender's Office in Sioux Falls is seeking a full time legal assistant/senior legal assistant.

For a detailed description of these positions, please see our website at www.sdparalegals.com/careers. The job bank changes frequently, so please check the website for the latest updates and available positions in South Dakota. If you are an employer or know of an employer seeking paralegals and/or legal staff, please contact us.

Be kind to yourself. - your big sis.

LIBRARIAN

Jody D. Smith, CP

I have not received any requests for library materials or interest in CP study groups at this time.

MEDIA

Co-Chairs:

Jennifer Frederick, CP
Jessica Huyck, ACP

Members:

Lori Van Pelt, CP
Stephanie Bahr
Kari Eschenbaum
Vanessa Lapka
Christal Buckhard
Rebekah Mattern

Per a change by the Executive Committee, we have recently moved all archived newsletters and job bank postings to the Member Portal on SDPA's website. The newsletters for the current year will remain on the public page. All members of SDPA have access to the Member Portal, and these job listings remain a member benefit. If you need the password, contact the Executive Committee.

Check out SDPA's social media pages--QR Codes are below. (Thanks, President Autumn Nelson, ACP.)



Autumn Nelson, ACP
President
(605) 910-7641



president.sdpa@gmail.com



You know what I love about fall? The change. It goes from hot and sunny (which I do enjoy), to colorful and brisk. Fall is probably one of my favorite seasons. I love the warm tones and fresh scents. Fall feels like a new adventure to me . . . it leads into the magical season of holidays. The way leaves move from green to yellow to red, it's a transition you can watch, a real change, and it's beautiful (at least to me).

I know change can be hard sometimes, especially when it comes without intention, as much of life does. Some change is brought by a choice we make, some by a choice of another, and some change just comes. But when we know life changes (we see it in the seasons with regularity), we can prepare for it. Maybe not the details, because we never do know until it happens, but in our resilience and acceptance. In every season of change in my life, I've been able to look back and see something good came out of it. Maybe it was small, maybe it was big, but something good did come. It came in the way I learned something new and important about myself. It came in the way it changed my view of another. It came in the way my life took a sharp turn. Or it came in the way my life made a minor adjustment. It came in the way I changed for the better. It came. The good was there.

Fall for me is a reminder that there are always opportunities for fresh beginnings—not just at New Year's, but with every season and, actually, with every morning. Don't dwell on what you said goodbye to—instead, take what was good and look forward to what's waiting for you. Comfy sweaters, hot chocolate, pumpkins, new memories, and a whole lot more. Don't rush, enjoy the moment you are in. And when it's your time for change, if you see change on the horizon, don't sit back and wait for it. Step forward and take it. Be courageous. Go on that adventure called "life" and live it—ups, downs, and all-arounds. It won't turn out exactly like you planned, but that's okay. It doesn't have to for you to see the good in it. Just look. And, remember . . . every season has a beginning and every season has an ending, and every morning brings a new day. So, enjoy, my friends.



NATIONAL AMERICAN UNIVERSITY



NATIONAL AMERICAN UNIVERSITY

ONLINE - AFFORDABLE - ATTAINABLE



"Change is inevitable. Growth is optional."
John C. Maxwell

French Dip Sliders

compliments of Laura Stewart

Need:

- Crock pot
- 1 can condensed beef consommé soup, 10.5 oz can (I use Campbell's)
- 2 cans condensed French onion soup, 10.5 oz can (I use Campbell's)
- 1 3# chuck roast
- 1 package of slider buns
- ½ # sliced provolone
- 2T melted butter

Prepare:

Place roast, and 3 cans of soup in crock pot. Cook on low 7 hours. Remove roast from crock pot and shred. Remove any fat remaining. Place juices from crock pot in a sauce pan and boil until reduced in ½.

Place slider buns on large cookie sheet. Place shredded meat and provolone cheese on each bun. Cover with top bun and brush melted butter on top. Place in oven on 350° for 5-6 minutes, until tops just start to barely brown. Serve with au jus.



Happy Fall!

What are you grateful for?



South Dakota Paralegal Association, Inc.

Founded in 1989

Minutes of the 2026 Annual Meeting

June 26, 2026

Call to Order: The Annual Meeting of the South Dakota Paralegal Association was called to order by Interim President, Autumn Nelson, ACP, on June 26, 2026, at the Sioux Falls Convention Center, in Sioux Falls, South Dakota. Interim President Nelson welcomed those in attendance and those attending virtually via Zoom. Interim President Nelson then introduced the other members of the Executive Committee, which included Rebecca Goeken (Interim First Vice President), Jessi Stucke, ACP, CEDS (Interim Treasurer), and Jennifer Frederick, CP (Secretary).

Roll Call: Roll call was taken by Jennifer Frederick, Secretary. There were 25 members present, with 10 of those attendees present via Zoom. Interim President Nelson declared there was a quorum present to proceed.

Approval of Minutes of October 10, 2025, Semi-Annual Meeting: Minutes were published in the December 2025 Issue of the SDPA Reporter. A motion was made and seconded to waive reading of the minutes. Motion carried. A motion was made and seconded to approve the minutes. Motion carried.

Treasurer's Report: Interim Treasurer Stucke presented the Treasurer's Report.

The following is a report of the checking and credit card balances as of today, the items I have taken care of so far in serving as Interim Treasurer for the remainder of the 2025-2027 term, and the items I still need to complete. Some of the to-do items relate to completing the transfer of account access, others are regular duties for this time of year. Also, I want to thank Carrie for her service as Treasurer. I do not have access yet to the savings account so that balance is not shown. Autumn and I have dealt with a lot of challenges in getting everything transferred as compared to having gone through this process in the past.

Checking:	\$12,328.34	
Credit Card:	\$ 949.38	(payment due 7/10/26)
	\$11,378.96	

DONE

- Checking account access (online & mobile)
- Credit card account access (online only, working on mobile)
- 2026 approved budget ready for tracking expenses

The transaction register is partially complete for 10-11-25 to the present. I've had a slow time going back and forth with the bank to get everything switched over – in the past it has been much smoother and quicker. Right now I have partial access to the online account access for the credit card and so I had to work with the bank to make the June payment through them.

All of the activity is loaded into the register, but I need to map transactions to the budget and I need to reconcile it against the Stripe report (website transactions). The Executive Committee and other committees have been great about communicating about where we're at within our budgets while I continue to work to get this up-to-date.

- I filed the 2026 annual report filed with Secretary of State and updated the emailing address and registered agent designation.
- The officer's bond has been renewed and the policy has been updated to reflect the current two officers who are covered (the President and the Treasurer – this has been listed as the Treasurer's bond in the past but it covers actions by all officers who have access to SDPA's financial assets.

TO DO

Regular

- Submit Statement of Change form to SD Department of Revenue
- Calculate and submit sales tax for 2026 1st half. We pay a very small amount based on (1) certain types of seminar registrations after crediting our food and beverage expenses, (2) advertisements run in our newsletter, and on (3) any "profits" from apparel sales (which we haven't done for a while).

New

- My next priority is to resolve our issue with SDPA having two EINs, and that we may be required to file an 990-N from now on. When we set up the new website in 2021, we didn't realize we already had one, so we obtained one because we needed it in order to process transactions through Stripe. Assuming we revert to the original EIN, I'll need to update that there. As far as the Executive Committee knows, none of the previous Treasurers/Presidents received 990-N notices before, so if it relates to the second EIN, we're not sure why we never received a notice until recently. The 990-N is how a non-profit reports each year that they still qualify for that status, it's a matter of filling out an online form stating that our gross receipts are under \$50,000 each year. If I can't resolve the EIN question quickly, my thought right now is that it would be best to just go ahead and file the 990-N in the meantime.
- One of the documents I signed to gain access to the checking account was a beneficial owner designation. The bank apparently only designates one of the two of us (Autumn is the other officer with access). By contrast, our annual report with the Secretary of State has all of the officers listed as beneficial owners. I'm going to look into this to find out whether I need to talk with the bank about having all of us designated or if it's ok to leave it as is.
- I'll be reviewing the rest of Carrie's file, the corresponding OneDrive file, and I'll scan the physical file to OneDrive (it's extensive) and then get those combined and organized.

Tasha Altmann indicated she would double check if she had savings account access from her time as Treasurer.

A motion was made and seconded to approve the Treasurer's Report. The motion carried and the Treasurer's Report was approved.

NALA Liaison's Report: NONE. It was noted by Interim President Nelson that the June report required by NALA has been filed.

A motion was made and seconded to approve the report. The motion carried and the report was approved.

Committee Reports:

Education: Report presented by Heidi Anderson.

The Education Committee has been working hard to prepare for this Annual Seminar. We are excited to report that 38 attendees have registered for the conference, with 18 attendees in-person.

We really enjoy the opportunity to put on these great seminars; and hope you are enjoying the seminar so far and find it to be informative. However, we cannot do it without the generous help from our sponsors. If you, your firm, or anyone you know would like to sponsor an upcoming seminar please complete a Sponsor Confirmation Form. The form can be found on the SDPA Website or you can email the committee for a copy of the form.

The committee is eager to get started on the October seminar and has high expectations for a great, informative, and educational lineup.

The Committee is open to suggestions from the membership as to thoughts on what you would like to see and/or would be willing to attend in October. We are always looking for new venues too for the fall seminar.

Additionally, the Education Committee is looking for a few additional committee members to help organize and put our seminars together. We welcome any recommendations on topics, speakers, and ways to improve our seminars, and look forward to working with new committee members. Only by working together will we be able to continue growing our organization. Please email any recommendations for the upcoming seminar to Heidi (HAnderson@irafinancial.com) or Rebekah (Rebekah_Mattern@sdd.uscourts.gov)

Ethics/Oversight: None.

Librarian: None. But it was noted that there have been requests for another CP study group.

Membership: Report presented by Interim Treasurer Stucke.

As of today, we have 58 members, and 27 of us are certified as CPs or ACPs. We also have a handful of membership applications pending. I'll be finishing those in conjunction with taking care of the urgent Treasurer items, as well as scheduling a committee meeting so that Autumn and I can fill Jen and Jessica in on how the committee has been operating the past several years and then we can discuss ideas for working to increase our membership. Also this year we had several members who accidentally didn't renew in time. We send several reminders following the renewal form going out in early December each year, but we'd like to brainstorm ideas for anything we could do to make the renewal process even more efficient so that we can avoid this.

Autumn and I also had a SDPA membership booth at the bar convention this week. We weren't able to make that happen last year due to our work schedules, but had a great setup this year. We had some good conversations with visitors here and there, but there generally wasn't a lot of traffic through most of the booths, including ours. We remain confident that in addition to coming up with effective and actionable ways to connect with colleagues and paralegal students about the value of SDPA, but we also feel strongly that attorneys, law firms, and all of the other types of legal services employers are going to be a critical part of driving attendance and participation.

We always say this, but we really mean it – the committee is open to all ideas, suggestions, and feedback. Everyone here recognizes the value SDPA and our members bring to each of us for so many reasons, and that means we're all ears!

Media: Report presented by Secretary Frederick.

Newsletter: The Reporter is undergoing a design and content overhaul. We're working to make it more streamlined while adding new and engaging content. Stay tuned.

Social Media: We are working to add more events and content to our South Dakota Paralegal Association page. We have seen an increase in followers and reactions on our Facebook page so please stay up to date with us there. If you haven't "liked" our page, please do so. We recently set up an Instagram page as well for those of you who are on Instagram. If you have any questions or want to share something on the social media sites for the association, please contact Grace Collum.

Website: SDPA's website continues to be updated with current job postings and other information. We have a plan to transition some web items to the Member Portal, so please keep an eye out for updates.

Nominations & Elections: None.

Professional Development: Report presented by Interim President Nelson.

We are continuing the advertising campaign started last year, promoting SDPA and the use of paralegals to attorneys and law firms. A new ad is set to run in the State Bar Newsletter in July. We plan to run another ad later this year. We are also looking at options to send out an email flyer directly to attorneys. We welcome any feedback on our ad designs or messaging, so please let us know your thoughts and suggestions.

The SDPA Job bank currently has 11 positions available throughout South Dakota. 4 in Sioux Falls, 4 in the Black Hills area, and 3 in Pierre. For a detailed description of these positions, please see our website and go to the career tab. The job bank changes frequently, so please check the website for the latest updates and available positions in South Dakota. If you are an employer or know of an employer seeking paralegals and/or legal staff, please contact us.

Old Business:

- The Bylaws amendments are done, and the Committee Handbook has been updated. Both are located on SDPA's website Member Portal, and were emailed to members.

New Business:

- CP Study Group – let the Executive Committee or the Professional Development Committee know if anyone is interested in leading or joining one.
- Open Positions – SDPA's Executive Committee has the 2nd Vice President and NALA Liaison positions open. Contact the Executive Committee if you are interested.
- SDPA's swag store is now closed.
- NALA Conference – Interim President Nelson will attend. Let her know if anyone is interested in her obtaining information from the vendors that may be there. She plans to attend a special CLE in running a good association and she will provide her notes.
- Member of the Year: Laura Stewart was nominated and elected for this award. The following nomination was submitted by Secretary Frederick: I would nominate **Laura Stewart** for Member of the Year. She has headed up the Job Bank for as long as I can remember and is a long-time member of SDPA. She has been a very unassuming and solid member of our Association. I think she deserves to be acknowledged for her reliability and commitment that shows leadership comes in many forms. We need more members like Laura who have a steady hand and who take ownership of their contribution to SDPA and to our profession.
- Interim President Nelson acknowledged and welcomed the incoming Executive Committee: President – Autumn Nelson, ACP 1st Vice President – Rebecca Goeken

2nd Vice President – vacant

NALA Liaison – vacant

Treasurer – Jessi Stucke, ACP, CEDS

Secretary – Chris Lillo, ACP

Acknowledgements: Interim President Nelson noted the following:

- Education Committee thanked members of the Executive Committee and Dixie Bader for assisting with the seminar.
- Interim President Nelson thanked the Education Committee for their hard work in putting on the seminar.
- Interim President Nelson announced that Jennifer Frederick, CP was nominated and awarded NALA's Affiliate Award, which will be announced at the NALA Convention in July. The following nomination was made by Interim President Nelson: I would like to nominate Jennifer Frederick, Certified Paralegal at Schoenbeck & Erickson, PC (P: 605.886.0010), in recognition of her outstanding contributions to the South Dakota Paralegal Association. Jennifer has been instrumental in the successful reorganization of committees and the thoughtful revision of the Association's bylaws, both of which have strengthened the organization's structure and future direction. Her dedication, attention to detail, and willingness to take on complex challenges played a critical role in moving these important initiatives forward. I can say with confidence that these accomplishments would not have been brought across the finish line without her leadership, persistence, and collaborative spirit. Jennifer's commitment to excellence and service to SDPA exemplifies the highest standards of our profession, and she is truly deserving of recognition.
- Interim President Nelson announced that SDPA's Facebook page, Instagram, and LinkedIn accounts were up and have been updated.

Announcements:

- The Education Committee reminded members to complete the seminar evaluation and CLE forms.

There being no further business, a motion was made and seconded to adjourn the meeting. The motion carried and the meeting was adjourned.

Submitted by Jennifer Frederick, CP
Secretary

NEWS FROM U.S. DISTRICT COURT July 10, 2026



Mark your Calendar. The Court is partnering with the USD Law Review to host a symposium and law review publication highlighting several significant federal cases from the District of South Dakota/Dakota Territory. The symposium will be on Friday, September 25, 2026, at the University of Sioux Falls in the Salsbury Science Center. Immediately after the symposium, the Court is hosting an all-former federal law clerk reception at the Hotel on Phillips from 5:30 to 8:00 p.m. If you plan to attend the reception, please email

matt_thelen@sdd.uscourts.gov.

Top Filing Mistakes. We asked our deputy clerks which mistakes they see most often in CM/ECF among attorney filings, then asked them to rank those in order from 1 (most common) to 9 (least common). Below are the results.

1. Using the Motion to Continue event instead of Continuance Motion under 18:3161. Any time the Speedy Trial Act (18:3161) applies, the proper event to use is a Continuance Motion under 18:3161. The Motion to Continue event is used to continue sentencing hearings and deadlines, excluding any trial-related deadlines.
2. Failing to describe attached exhibits, leaving them as "Exhibit" or "Exhibit 1." The Clerk's Office will generally fix this as a one-time courtesy. If counsel continues to make this mistake, they will be instructed to docket a Notice of Filing Error and re-file the documents with proper descriptions.
3. Filing replies and failing to link to the underlying motion. By failing to do this, the reply will not populate when the court runs a motions report.
4. Filing memorandums and affidavits as attachments to motions rather than free standing documents that link to the motions. These should be separate docket entries.
5. Filing a motion without a proposed order in a Judge Kornmann case. An attached Proposed Order must accompany the motion. Refer to Judge Kornmann's **Standard Operating Procedures – Northern and Central Divisions**.
6. Incorrectly filing motions to seal. Motions to seal can now be filed electronically with the motion as a public document. Include the Proposed Sealed Document(s) as an attachment to the motion. If the motion is to be filed under seal, it must be delivered to the Clerk's Office with counsel's original signature. It will not be filed until or unless the court enters an order allowing the sealed filing. Consider re-wording your motion to seal.
7. Filing a stipulation instead of a motion when anticipating a ruling. Except for one senior judge, these should be filed as motions, so they populate on the judge's motions report.
8. Filing an answer, notice of appearance, or other document adding counsel to the case with more than one attorney's electronic signature without filing a notice of appearance for each one. To receive notice, each attorney is required to log into their account and complete a Notice of Appearance.
9. PHV counsel using a /s/ signature. PHV counsel are not granted electronic filing access within the District of South Dakota. When signing pleadings, PHV counsel should never use a /s/ signature as it is not considered a valid signature.

For additional filing information, please review the **CM/ECF User Manual and Administrative Procedures** as well as the **Local Rules and Orders**.

Secure Case Search

Pursuant to SDCL 21-22-28.1, the Unified Judicial System (UJS) shall provide remote online access to the court file, through a secure online portal, to the attorney of record for a court trust or other trust as identified in the court record.

To support this requirement, the **Juvenile Search** tab has been renamed **Secure Case Search**. In addition to searching for Juvenile case types (JUV-AAN, JUV-CIT, JUV-DEL, JUV-CHN, and JUV-COM), authorized users may now search Trust cases. Trust cases are available only through the **Secure Case Search** tab and will not appear under any other search option.

The Secure Case Search tab is only available to Attorney's and State's Attorney's.

Note: The code will be emailed **only** to the registered attorney's account email. No emails will be sent to the MFA CC recipients associated with the attorney account

- Juvenile cases will display if you are the Attorney of record or the State's Attorney
- Trust cases will be returned if you are the Attorney of record (State's Attorney's must also be the attorney of record)
- Only open document types will be available
 - No charge

Account Verification is required for each session

- Click the Secure Case Search Tab

Search for Public Case in the South Dakota Unified Judicial System.

Case Number
 Name Search
 Statute Search
 Secure Case Search

- User must search with a case number
- The code will be emailed **only** to the registered attorney's account email
 - No emails will be sent to the MFA CC recipients associated with the attorney account

Secure Case Search

!! The following search criteria results for the following criteria: Case Number Search Criteria: Dynamic C1000 Juvenile Information and Trust Information (the attorney is required to the case). Since a case number is entered, a validation code will be required before the search can be completed. This code will be emailed only to the registered attorney account email address (not to any CC recipients associated with the attorney account).

Case Number:

- User will be directed to the Account Verification screen

Account Verification

Please match your South Dakota Unified Judicial System (UJS) account email address with the email address you used to create your account.

Email Address:

- User is emailed a 6 digit code
 - Code is good for 10 minutes
 - User can request the code to be resent
- Code will be sent to the email of the **registered user**

UJS Notifications Text

Courts Verification Code

To: [redacted]

Hello [redacted],

Here is your South Dakota Unified Judicial System (UJS) courts verification code.

The code is valid for 10 minutes.

620981

If you have any questions please contact UJSCourtsSupport@uds.state.sd.us

Thank you!

- Enter the 6-digit code in the Verification field
- If the code is successful and you are the attorney of record on the case (for TRU cases) or you are the State's Attorney or Attorney of record (for JUV cases), the user will be taken to the case entered in the search
- If you are not the attorney of record, "No Case Found, or you are not the Attorney of Record" will display
- Validation code is good for 10 minutes and only for the active session and browser
 - If user times out, a new validation code will be required
 - If user switches browsers, a new validation code will be required



SOUTH DAKOTA
UNIFIED JUDICIAL SYSTEM
UJS Attorney Sites



UJS Sites for Attorneys

There are five sites that SD licensed Attorneys will access and use on a regular basis, File and Serve, Attorney Notification, eCourts, Public Access Calendar, and SD UJS Civil Judgment Query

SEE LINK TO ACCESS STEP BY STEP INSTRUCTIONS
FOR EACH

<https://acrobat.adobe.com/id/urn:aaid:sc:US:08132d50-d6a5-47a7-86e7-24ba1749a505>

Leaf all your worries behind.



Congrats Laura Stewart -
SDPA's 2025-2026
Outstanding Member of the Year!!



Thank You Autumn Nelson, ACP -
SDPA's 2025-2026
Interim President!



Jessi Stucke, ACP, CEDS &
Autumn Nelson, ACP
SDPA's Booth
SD Bar Convention 2026

