



SERVICE KLAHOMA

Oklahomans helping Oklahomans





Court Clerk Connection



Introductions

- Nicole Prieto-Johns, Business Support Services Manager
- Paul Pennington, Business Support Services Supervisor
- Mia Macias, Business Support Services Court Liaison



Mission Statement

Our team mission is to protect all Oklahomans by expertly managing conviction and suspension processes across all jurisdictions, ensuring regulatory compliance, minimizing risk, and delivering timely, accurate results every time.”



Objectives

- Electronic Reporting
- Convictions
- Commercial Driver Licenses and Masking
- Suspensions and Withdrawals



Electronic Reporting

Abstracts of Court Records



Online Court Reporting System

- FREE
- Municipal Courts
 - Dockets
 - Convictions
 - Amendments
- Municipal and District Courts
 - Suspensions
 - Suspension Withdrawals
- Convictions, suspensions and withdrawals entered in OCRS will apply directly to the driver's record overnight.



Service Oklahoma 3rd Party Upload

- FREE
- Courts using a 3rd party court system
 - Bulk upload convictions from your system (ODIS, Kellpro, etc.) directly to Service Oklahoma driver's record.
- Convictions will apply directly to the driver's record overnight.



Convictions

Abstracts of Court Records



Key Components of Abstracts

- Driver Information
- DL Number
- Violation Details
- Statute or Violation Code
- Court Disposition
- Fine or Penalty



Key Responsibilities for Courts

- Maintain records
- Record court action
- Timely and accurate information
 - Missing DL#
 - Missing Names
- Must use violation code or State statute for violations. Required.
 - Violations cannot be left for Service Oklahoma to determine.

[Reference: 47 O.S. § 18-101](#)



Court Reporting Requirements

- Five (5) Day Deadline From Conviction Date
- License Class (A, B, C and D)
- Including Bail Forfeitures

[Reference: 47 O.S. § 18-101](#)



Service Oklahoma Reporting Requirements

- Ten (10) Day Deadline From Conviction Date
- License Class (A, B, C and D)

[Reference: 49 CFR § 384.209](#)



Consequences of CDL Noncompliance

- Financial Penalties
 - First year: 4%
 - Second and subsequent years: up to 8%
 - No reallocation
- Decertification

[Reference: 49 CFR § 384.401](#)



Conviction Dispositions to Report

- Only Motor Vehicle Convictions
- Court (Jury) Conviction
- Plea of Guilty
- Plea of Nolo Contendere
- Bond Forfeiture (Non-vacated)
- Dismissed with Fines & Costs (CDL/CMV Only)
- Deferral (CDL/CMV Only)

[Reference: 47 O.S. § 18-101](#)



Reporting Options

- Report convictions immediately
 - Online Court Reporting System
 - Service Oklahoma 3rd Party System
- We do not need OHP, non-CDL convictions that are dismissed, deferred, declined or expunged any longer.



Amendments & Corrections



- ☐ **Amendment** (to charge or disposition)
- ☐ **Correction** (of demographic information, not charge or disposition)
- ☐ **Facsimile** (in lieu of original)

County Code		City Code		Citation No.		Date of Offense	
Name (Violator)							
Address				City		State	
						Zip	
Driver License No.		State		Class		Endorsements	
						Restrictions	
Date of Birth		Sex			Race		
Vehicle License No.		Year		State		Vehicle Type	
CMV		CDL		Haz. Mat. Placard		Accident	
☐ Yes ☐ No		☐ Yes ☐ No		☐ Present or required		☐ PD ☐ PI ☐ Fatality	
Violation				Case No.		Statute No.	



Amendments/ Corrections Facsimile

- Facsimile
- Amendments
 - A change in disposition or violation
- Corrections
 - A change in name spelling, address, phone #, etc.
- Not for FTA/FTP/FTC Suspensions
 - Only for convictions
- No expungements per state law



DL Suspension vs. Revocation

- Suspension
 - Acts like a pause button on driver's license.
 - Many suspensions are delayed to give the driver time to be notified and to comply with the court.
- Revocation
 - Acts like a stop button on driver's license.
 - Must get new license after complied.
 - Must requalify.



Title 22 Letter vs. Amendment

- Title 22 Letter (Bail Bonds)
 - Court mistake on a suspension or withdrawal.
 - Must be on court letterhead.
 - Must reference Title 22.
 - Must include the mistake that was made and what is required to fix.
- Amendment (Convictions)
 - Disposition and/or conviction changes after original conviction is submitted to SOK.
 - Must use the SOK Amendment form or OCRS Amendment form.



Wrap Up

- What is sent to Service Oklahoma?
 - Tickets for moving violations with final disposition (Class D)
 - All CDL tickets (including all deferred and dismissed with costs and fees)
 - Motor vehicle affidavit charges
 - Conviction must include all driver information
 - Conviction must include violation code or State statute



CDLs and Masking



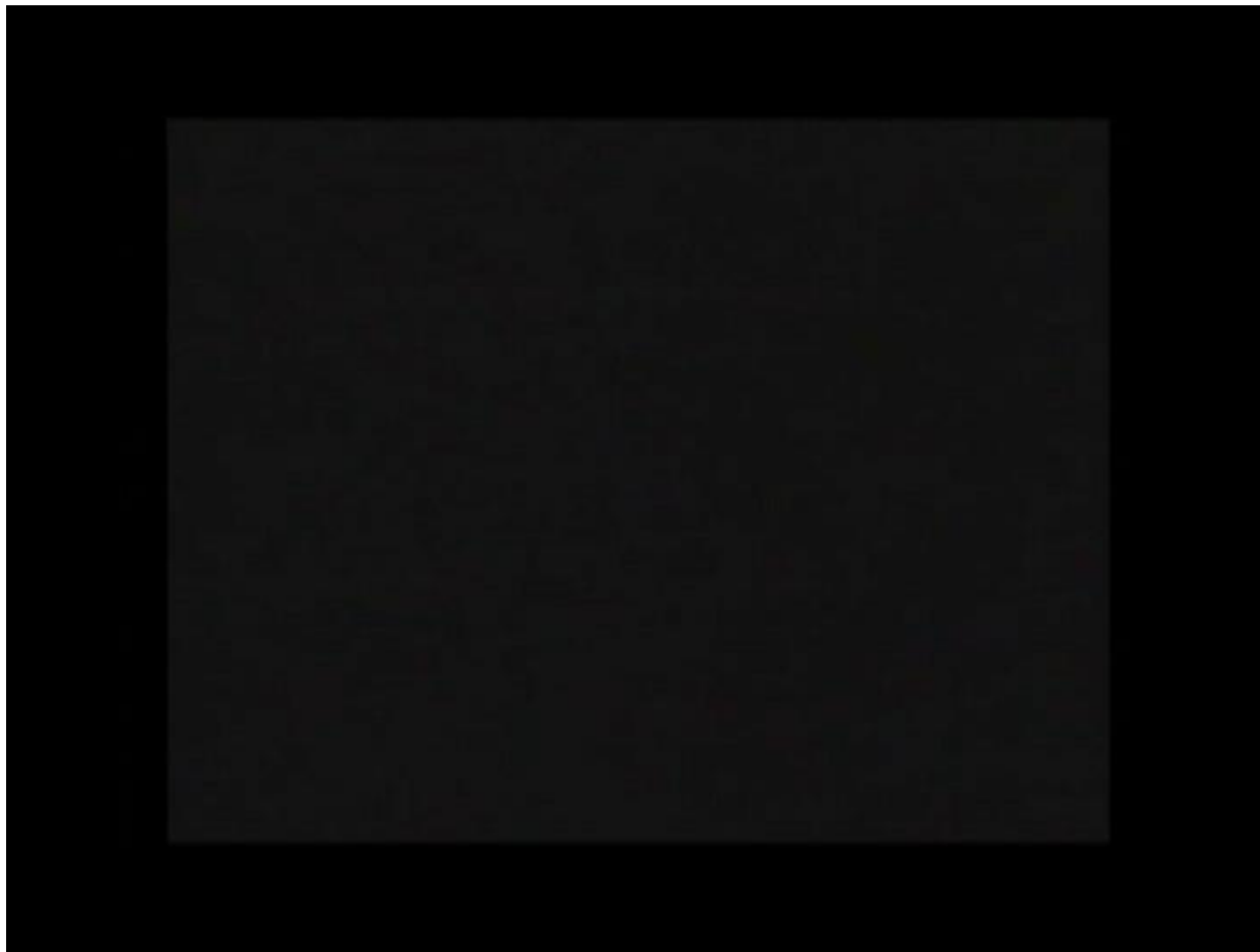
Trigger Warning:

This video addresses the death of a child
in a vehicle accident.

If needed, please feel free to take a 20
minute break.



Something for Jamie



Conviction Dispositions

- State and Federal Requirements
 - Accountability
 - Transparency
 - Regulatory Oversight

[Reference: 47 O.S. § 6-205.2](#)

[Reference: 49 CFR § 383.5](#)



Conviction Dispositions

- Guilty Plea
- Nolo Contendere (No Contest)
- Convicted After Trial
- Dismissed with Costs and Fees
- Deferred Judgement
- Amended Charge



Masking is Prohibited

- Altering
- Concealing
- Hiding, covering up
- Prevents tracking
- Avoids consequences

[Reference: 49 CFR § 384.226](#)



Masking Examples

- Deferred Judgment
 - A commercial driver is caught using a handheld mobile device while driving. Instead of recording the violation, the court defers judgment for 60 days, allowing the driver to complete a safety course. If completed, the charge is dismissed, preventing it from appearing on the driver's record.
- Diversion Program
 - A CDL holder is charged with speeding but is allowed to enter a diversion program where the violation is erased after community service or a fine payment. This prevents the offense from being reported
- Failure to Transmit Conviction
 - A state does not report an out-of-state CDL holder's conviction to the driver's home state, allowing them to avoid consequences
- Reducing Serious Violation
 - A CDL holder is cited for reckless driving, but the charge is later reduced to a non-moving violation that does not appear on their CDL record. This prevents the violation from being properly reported



Non-Masking Examples

- Dismissed due to lack of evidence
- Pleading not guilty / winning the case
- Clerical errors
- Violation reduction before conviction

[Reference: 49 CFR § 384.226](#)



CDL Masking

- To report suspected CDL Masking, please contact the Federal Motor Carrier Safety Administration at 1-800-832-5660

[Reference: 49 CFR § 384.226](#)



Suspensions and Withdrawals

Under the Bail Bond Procedure Act



Failure to Appear (FTA)

- License Suspension
- Court Notification
- Suspension Notice
- Exceptions (non-release on bail)
- Traffic Violations
- Reinstatement

Reference: [22 O.S. § 1115.1](#) and [22 O.S. § 1115.5](#)



Insurance Failure to Appear (FTA)

- Only for No Insurance
- License Suspension
- Court Notification
- Suspension Notice
- Reinstatement
- FTA vs Insurance FTA

Reference: [22 O.S. § 1115.1](#) and [47 O.S. § 7-605](#)



Failure to Pay (FTP)

- License Suspension
- Court Notification
- Suspension Notice
- Reinstatement

Reference: [47 O.S. § 6-206\(c\)](#) and [22 O.S. § 983](#)



Failure to Satisfy: Underage (Under 18)

- License Suspension
- Court Notification
- Suspension Notice
- Reinstatement

[Reference: 11 O.S. § 14-112\(B\)](#)



Out-of-State (OOS) Drivers

- License Suspension
 - NRVC States v Non-NRVC States
- Court Notification
- Suspension Notice
 - NRVC States v Non-NRVC
- Reinstatement
 - NRVC States v Non-NRVC States

[Reference: 22 O.S. § 1115.5](#)



Out-of-State (OOS) Drivers

- States Not Participating in NRVC:
 - Alaska
 - California
 - Michigan
 - Montana
 - Oregon
 - Virginia
 - Wisconsin

[Reference: 22 O.S. § 1115.5](#)



Suspension Errors by Court

- Title 22 Court Error Letter
- Court Letterhead
- Reference 22 O.S. § 1115.1E
- Driver Details
- Violation Details
- Reason
- For suspensions only (not citations)



Frequent Errors

- Examples:
 - More than 1 year past violation date
 - No name
 - No license number
 - No state of record
 - No original violation code



Submitting Suspensions

- Online Court Reporting System (OCRS)



Convictions Assistance

- SOKOCRSHelp@service.ok.gov
 - Conviction inquiries
 - Issues
 - Amendments, Corrections, Facsimile
 - OCRS Accounts
 - OCRS issues



Bail Bonds Assistance

- SOKBailBonds@service.ok.gov
 - FTA/FTS/FTP inquiries
 - FTA/FTS/FTP issues
 - FTA/FTS/FTP submissions
 - Withdrawal of Suspensions



Additional Information

- CDL Quick Reference Guide
 - ndaa.org/resource/CDL-Quick-Reference-Guide/



Public Contact Information

- **Public Use Number**
405-522-7000
(Follow prompts)
- **Website** Navigate.OK.gov
 - See license status
 - Renew license
 - Begin license reinstatement
 - Renew vehicle registration



Court Clerk Contacts

- **Not for Public Use**

- Nicole Prieto-Johns, BSS Manager

Nicole.Prieto-Johns@service.ok.gov | 405-530-2848

- Paul Pennington, BSS Supervisor

Paul.Pennington@service.ok.gov | 405-522-8435

- Mia Macias, BSS Court Liaison

Mia.Macias@service.ok.gov | 405-425-2194

