EXPEDITED DATA EXCHANGE USER ADVISORY GROUP

May 25, 2016
1:30 to 3:30 PM
AOC Office, Olympia, WA

Meeting Notes

Members Present:
Honorable Glenn Phillips
Barbara J. Christensen
Alisha Hebden
Alisa Hill
Debbie Hunt
Barb Simmons
Carol Vance

Members Absent:
Rick Bomar

AOC Staff Present:
Kevin Ammons
Kathy Bradley
Kim Bush
Vicky Cullinane
Eric Kruger
Vijay Kumar
Gary Myers
Kristal Rowland
Dan Silpatik
Sree Sundaram

Guests Present:
Cynthia Marr, Analytic Support Manager, Pierce County District Court
Bonnie Woodrow, Administrator, Renton Municipal Court

Welcoming and Introductory Items

The meeting began at 1:35 PM, introductions followed. Ms. Kim Bush provided an overview of the agenda and the materials previously emailed to the group.

May 25, 2016 Teleconference Meeting Notes

The meeting's focus was JIS Screen Impacts, Mitigation Strategies and Identity Management.

The overall question is whether to leave JIS access for navigation and educate users of the incomplete information, or they must obtain history information from JABS. Display fixed messages on screens would indicate information is not complete. Fixed messages would print on reports and screen shots.

One option is to remove user access to various JIS screens and toggle between JABS & JIS for navigation. A second option is to leave user access to various JIS screens with either informational warning messages that could disappear, or fixed warning messages that would remain constant. AOC will consider additional user mitigation proposals.

Screen scraping impacts are also a concern. Fixed messages on screens would potentially break screen scraping. Not all courts use screen scraping. If screen scraping applications broke by the use of fixed messages on JIS screens, it could be a form of an alert to the court that information on the

screen is not complete. Mitigations not to break screen scraping were expressed by members as well as noting that Courts assume responsibility for screen scraping applications when used.

Case History Screens (DCH/ICH/SNCI)

Discussion resulted in that Clerks still want to use DCH/ICH. Judge Phillips stated DCH/ICH screens should stay in JIS in case JABS goes down further indicating some information is better than no information. In addition, Judge Phillips stated warning messages should stay on screens as Defendants are provided a copy of their DCH for evaluation/treatment reasons; some treatment agencies have read only access and do not have access to JABS. Ms. Cynthia Marr expressed concern that people will ignore warning messages if the screens remain and her thoughts are that screens should be removed. Ms. Barbara Christensen stated she had her staff review meeting materials and the feedback she received is that DCH/ICH screens need to stay. With regards to screen scraping, Ms. Marr indicated that fixed messages would mean minor adjustments to the screen scraping applications.

From a Juvenile prospective, Ms. Carol Vance indicated courts not using Odyssey need the DCH to see payment information on defendants. Ms. Vance expressed particular concern with regard to Benton & Franklin County when one County is using Odyssey and the other JIS, yet both counties share one Juvenile Court. Screen/System navigation/business process between the two counties could be impacted further. Ms. Alisa Hill suggested that since were moving towards other systems in the future, maybe we should push the change earlier.

Other History Screens (IOH/DVI/FHR)

Ms. Vance indicated removal the Family History Screen (FRH) would be a huge concern since juvenile departments use and update the screens with “Resides With & Responsible Person” information and questions whether there will be able to update screens in JABS.

Search Screens (SND/SAD; NMD/NAD; DND/DAD; OFO/OOD)

When asked the question: Should a warning message be displayed on Search Screens?

Ms. Vance, Ms. Bonnie Woodrow and Ms. Hill indicated they feel clerks will start to ignore warning messages. In which Ms. Hill further expressed “what good does it do?” Judge Phillips questioned the group “why would it hurt to have the messages on the screen?” Ms. Debbie Hunt replied that messages would be helpful to new clerks to train them, drawing their attention at first. Ms. Christensen commented that most questions they get are for their own cases.

Regarding other proposed mitigations: Ms. Marr suggested the warning messages should be on any screen that will be incomplete. Judge Phillips suggested that screens should stay for as long as courts are using JIS which will only be for a few more years. Ms. Christensen expressed her agreement with Ms. Marr and Judge Phillips suggestions.

When asked the question of what impacts warning messages could cause for screen scraping:

If it's a fixed message, both Ms. Vance and Ms. Woodrow indicated it would break several screen scraping applications they use. Ms. Vance expressed particular screen scraping concern with regard to the Person Screen (PER). Ms. Marr commented her court (Pierce District) uses a lot of screen scraping and that a warning message in a fixed location, shouldn't have a large impact, and hasn't with recent changes in JIS. She further commented each court is responsible to fix their own screen scraping and encouraged those courts to check with their vendors.

Case Inquiry Commands (VIO/PAR/NCC/CIVI/CIVJ/CDK)

Ms. Bush explained to the group Case Inquiry Commands are case specific and as such, information for a KCDC, or other Non-JIS Court would not be available. A fatal error message such as "Case does not exist" could appear when attempting to access a Non-JIS court case.

When asked the question: Is there a need to view cases for Non-Well Identified Persons in other courts?

Judge Phillips expressed his concern that it would be helpful to know when a civil case is filed in one county, and subsequently filed in another county for whatever reason (e.g. dismissal). Ms. Barb Simmons commented that she did not think that their (Pierce District) Judges would look at cases from other courts unless one of the parties brings it up as part of the case.

Identity Management: Person Matching Proposal:

When asked the question: Given a set of business rules, would it ever be reasonable for the EDR to automatically associate or AKA with existing person? If so, under what criteria?

Ms. Christensen expressed concern with automatic aka/association and asked if users would be notified if the association is automatic. Ms. Bush indicated notification was possible. Ms. Marr indicated with a well-structured set of business rules, it would be reasonable; and suggested there should be an audit report that would show (automatic association) is effective & accurate. Ms. Marr indicated it would be useful for Court users to have the option to notify the system (EDR) that 2 (two) people are NOT the same person. Judge Phillips agreed it makes sense if given a set of business rules to follow. Ms. Christensen further expressed each data element should be identical for automatic association.

Address Cleansing & Validation Proposal:

Each time AOC receives a new address or updates to an address, it will be cleansed. This encompasses that pre-validation meets the initial business rules, then moves onto cleansing and validation. The address will be cleansed against US postal standards. The address will then be validated and given a status such as good, bad, incomplete, or other applicable status. The original source system address and cleansed address information will be stored in the EDR and could be viewable by authorized users.

When asked the question: What business processes could be impacted if all address information is in an application such as JABS but not in JIS? Would the impact affect: Judicial Decision Making, Public Safety, Court Operations, or Statistical Analysis?

Judge Phillips indicated the biggest problem is not being able to see the most recent address in JABS. Both Judge Phillips & Ms. Marr concur that it would be helpful for King County (or Non-JIS Court) address information be updated in JIS. The overall goal is to avoid updating a new address with an old address as the user may not know what the most recent address should be.

When asked a preference for address information to auto-update in JIS, or show/display 2 (or more) addresses & have a user manually choose between a JIS address or Non-JIS Court address, Ms. Marr indicated it was not reasonable for all JIS courts to get a notification & for them to have to do the work every time King County changes an address and expressed that King County should do their due diligence in reviewing & updating address information just as they should do now.

When asked the question: Are there any specific times/conditions when JIS needs to have the most current EDR address information?

Ms. Marr indicated the most crucial conditions for needing the most up-to-date address is when notices, warrants, and protection orders are issued, as well as collection action. As such, a suggestion was made that if King County updates an address in their system, it should automatically update in JIS.

With regard to person association or address notifications in general: A few agree that it's not reasonable for all JIS users to get notification when King County changes an address. If there is notification, the majority group in attendance indicated that a report in the print domain will be more efficient than email considering different types of fire walls, the number of potential notifications, and potential public record requests/disclosure with regard to email. Some type of portal access may be an option.

Other Questions/Comments:

Judge Phillips asked whether ASRA will pull information from the EDR. Mr. Kruger confirmed that it will pull information from the EDR.

Ms. Hunt expressed further concern with regard to notifications and suggested they not be sent via email, but rather in a report in a print domain or JIS menu noting that email would be problematic for public records requests. Ms. Marr expressed her thoughts that she would prefer email notification rather than to go looking for it, but understood public records request issue and spam filters may block email.

At the conclusion of the meeting, Ms. Bush reviewed JABS class & online tutorial information as well as the contact email for the EDE team. Ms. Vicky Cullinane provided an overview of the new Committee that is being chartered and expected to be joined with the current group.

Meeting was adjourned at 3:20 PM

Action Log		
Open Date	**Description**	**Closed Date**
5/26/16	Judge Phillips email questions RE: JABS Training Tutorial for use by Prosecutors/Defense Attorneys	Completed
5/25/16	JABS Training & Log In Assistance for Clallam County Clerk's Office	Completed
4/14/16	Screen Scraping Technologies – Fixed warning messages on JIS screen could impact screen scraping applications.	Future Mitigation
3/2/16	Determine which JIS screens may be removed and/or disabled	Future Mitigation
3/2/16	Inability for DCH Batch Printing if DCH screen removed in JIS. Mitigation to be considered	Future Mitigation
3/2/16	Mitigation Strategy if JABS is unavailable & KC data is not viewable	Future Mitigation
3/2/16	Will King County provide a separate portal?	Future Mitigation
3/2/16	Determine if King County will have JUV system	Future Mitigation
3/2/16	Overall training/education on how/where to view information & printing of documents as mitigation strategies are resolved with regard to JIS screens and data which may not be available in JIS for KCDC or other Non-JIS Courts.	Ongoing – Future Mitigation
3/2/16	Determine what accounting information must be provided in JABS	Future Mitigation