ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Expedited Data Exchange (EDE)

JIS Systems Changes Governance Committee Meeting

Presented by:
Kevin Ammons, PMP, PMO/QA Manager
Eric Kruger, Enterprise Architect
Kim Bush, Business Analyst, System Integrator

June 22, 2016

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Agenda

- Welcome & Introductions
- Committee Charter
- Elect Committee Chairperson
- Information Overview
- JIS Screen Impacts and Mitigations
- Next Steps

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

New Charter Review

- Committee Purpose and Structure
- Decision Making & Escalation Process
- Roles & Responsibilities
- Voting Procedure
- Approval of Charter
- Election of Chair

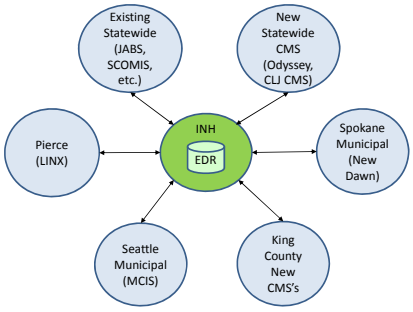
Information Network Hub (INH) Enterprise Data Repository (EDR)

Information Overview

INH EDR - Overview

- The Enterprise Data Repository (EDR) will be the central place where statewide information is shared between organizations and applications.
- The JIS Standard for Alternative Electronic Court Record Systems provides the standard for the data elements contained in the EDR
- The EDR is needed in the short term because when King County District and Superior Courts leave the statewide system, their data will no longer be in JIS.
- The EDR is needed in the long term to share information as AOC and the courts transition to new case management systems.

INH EDR – "Hub Model"



ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

What does the EDR Provide?

- Defendant and Individual Case History
- Domestic Violence Inquiry
- Caseload Statistics
- Party Information (person, organizations, officials, etc.)
- Information related to firearms, voter status, mental health, and other dispositions, etc.
- Detention History
- Accounting information specified in the data standards
- Other data needed in a statewide context

Page 7

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Impacts and Options for JIS Screens

King County case and other Non-JIS Court information will no longer be in JIS

What screens are impacted?

- Search Screens
- Person Screens
- Case Inquiry Screens
- History Screens
- Batch Print Screens
- Overall Screen Scraping

What options/mitigations should be implemented?

- Leave screens
- Remove Screens

Page 8

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Business Process Questions

As we review the Impacts to JIS screens, please keep the following question in mind:

1. How would any of the options and proposed **mitigation strategies** impact your business processes?
   - Would the impact affect:
     - Judicial Decision Making
     - Public Safety
     - Court Operations, or
     - Statistical Analysis?

Page 9

Mitigation Options

Leave Screen in JIS

- Add informational warning messages in JIS
- Add fixed warning messages in JIS:
  - On the Main Menu (MAM) screen
  - Above list of cases, or the middle of the screen
  - On top of printed report(s) and/or screen shots
  - On Batch Selection screens
- Courts may disable access if desired (ATHX)

Mitigation Options

Informational Warning Messages

- Could display at top left of screen
- Disappear when a key is pressed
- May not affect screen scraping

```
D1884I JIS persons displayed                                          DG0060SX
This is where an informational message could display          05/11/16 11:05:40
DG1351MX Search Name Duplicate (SND)     ABERDEEN MUNI  DVOL  K_B     1 of   2
___  Case: _______ __ __   Csh:     Pty: __ ____ StID: _ __________ __
     Name: ____________________________  NmCd: __ ___ ____
      IN Individual       CONFIDENTIAL--NOT FOR RELEASE
Name..: TEST, TEST,_____________________ DOB: __ __ ____
```


Mitigation Options

Fixed Warning Messages

- Remain constant on JIS screens
- Could display above a list of cases, the middle of screen, or at the top of a report
- Could print on reports and/or screen shots
- Could affect screen scraping
  - Screen scraping applications could need updating

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Mitigation Options

Fixed Messages remain on screen

- Main Menu (MAM) Sample

```
                                                          05/11/16 11:37:03
DM1000MX JIS Main Menu (MAM)                STATEWIDE COURT DVOL
    Case: _______ __ __   Csh:      Pty: _____ __ SIID: _ _________ __
    Name: _____ ____ ____                 NmCd: __ ___ ____
-----------------------------------Sign On-----------------------------------
Court: *SW   User ID: __ ___          Password:              Cashier ID:
                                  New Password:          New Cashier ID:
-----------------------------------------------------------------------------

                                 *** Warning ***

Some information contained in this system is confidential and not for release.

   Release of information is governed by the JIS Data Dissemination Policy.

        Refer to the JIS Data Dissemination Administrator's Handbook.

     Accounting data for Odyssey and Non JIS courts is not available in JIS
```

Data for some courts is unavailable, see JIS Manual for court list

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Mitigation Options

Fixed Messages remain on screen

- Case History (DCH) Sample

```
D0091I Top of list                                                    DN2000SX
                                                          05/11/16 11:54:10
DN2001MI Defendant Case History (DCH)     CHENEY MUNI  DVOL     K_B 1   of   1
____ Case:  _____ ____ ____   Csh:      Pty: _____ __ SIID: _____________ __
     Name: KERI, TEST R_____                   NmCd: IN 514 10694
                   CONFIDENTIAL--NOT FOR RELEASE                          More>
True Name: KERI, TEST R                     IN 514 10694            5 Cases
   AKA's:
   Print: N                   Violation                          --- Status ---
S N Case        LEA Tv Crt   Date   Short Title                  DV Jg CD W F O
                A FIXED MESSAGE COULD DISPLAY HERE
_           2 CEP IT MLM 04/06/16 SPEEDING 10 MPH OVER LIMIT (O  N
_           4 CEP IN CYM 04/05/16 VIOLENT VIDEO/COMPUTER GAME    N
_           3 CEP IT CYM 04/03/16 SPEEDING 10 MPH OVER LIMIT (O  N
_           2 CEP CN CYM 04/02/16 ASSAULT 4TH DEGREE             N
_           1 CEP CT CYM 04/01/16 DUI                            N
```


ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Mitigation Options

Fixed Messages remain on screen

- Case History (ICH) Report Sample

```
                          INDIVIDUAL CASE HISTORY
                          A FIXED MESSAGE COULD DISPLAY HERE
Individual: ASTIN, ROY                  IN /NC 51984
True Name: ASTIN, ROY                   IN /NC 51984                11 Cases
   Alias: ASOTIN, RAY                                                1 Alias
N Pty Case      LEA Ty Crt  Loc  Hearing          Balance C      CD  W  F  O
- --- ----------- -- --- --- -------                ---------- -  --  -  -  -
    Vio Date Short Title                                      DV  Jg
------- ------------------------------------                  --  --
**Seal Begin**
  DEF A13CR1    WSP CN EDC                                  250.00
                06/22/98 RENDERING CRIMINAL ASSISTANCE 3RD
**Seal End**                                                        N
  DEF M8-1-00026-9  SL 399
                01/25/98 98.48.020
  DEF M8-1-5487-7   SL 399                                   4000.00   N  G
                01/23/98 48.21.522                                  N
  RSP 97-3-01252-7  SI 399
                07/03/97 DEBOLUTION WITH CHILDREN                   Y      CL       A
  DEF A09CL     RCP IT EDC                                    170.00
                12/14/97 OVER LICENSED CAPACITY                     N  C      I  O
  DEF A09CM     RCP CT EDC
                02/08/95 FAIL TO SURRENDER SUSP LIC                 N
  PET A1087783     CY EDC
                01/08/94 HARASSMENT                                 N
```

Mitigation Options

Remove Screen in JIS

- Remove access to the screens in JIS; **and**
- Educate Users:
  - They must obtain complete case history and person information from JABS
  - Must use alternative navigation methods (e.g. Find a case # in JABS and use JIS commands with that case number)

Search Screens

- SND/SAD - Search Name/Address Duplicate
- NMD/NAD - Name/Address Duplicate
- DND/DAD -Defendant Name/Address Duplicate
- OFO/OOD - Official Organization/Official Organization Duplicate

Purpose of screens:

- To search for persons or officials/organizations.
- To navigate to other screens to view/input additional detail about each case

Proposed Mitigation Strategy:

- Leave access to Search Screens in JIS

Search Screens Proposed Mitigation

- Educate Users:
  - That case filing in JIS will remain unchanged
  - Must perform statewide person searches in JABS

Search Screens Proposed Mitigation

Sample warning messages could display on Search Screens:

- Would messages provide clarity for users or cause confusion?
- If a warning message is displayed, should it be a fixed message, or informational message that could disappear?

```
DI884I JIS persons displayed                                    DG0060SX
 A WARNING MESSAGE COULD DISPLAY HERE                   05/11/16 11:05:40
DG1351MX Search Name Duplicate (SND)    ABERDEEN MUNI  DVOL  K_B     1 of   2
____ Case: ________ __ __   Csh:     Pty: _________ StID: _ ___________ __
     Name: ____________________ ____ ____ NmCd: ____ ____
      IN Individual        CONFIDENTIAL--NOT FOR RELEASE
Name,.: TEST, TEST,_____________________ DOB: __ __ ____
```

```
DI875I JIS Person was not selected or added        DG0060SX  04/14/16 12:58:36
DG1050MI  Name Duplicate (NMD)      ABERDEEN MUNI  DVOL  K_B    1   of  1
____ Case: ________ __ __   Csh:     Pty: ____ NmCd: IN  __ ____ StID: _ ___________ __
     Name: TEST, TEST ____ ____ ____
                    CONFIDENTIAL--NOT FOR PUBLIC RELEASE
                    A WARNING MESSAGE COULD DISPLAY HERE
  Add New Name: _ (Y/N)

_ Name: TEST, TEST                    Sex: M
  NmCd: IN 041.36883                  Race: U                 DrLic: 123453436666
   DOB: 02/16/1990                                              JUV #: V29143

_ Name: TEST, TEST                    Sex: M  Ht: 5 5
  NmCd: IN 079.5/250                  Race: W  Wt: 148  DrLic: TESTET
   DOB: 01/01/1950                                              JUV #: P57661
```


Committee Decisions

Search Screen Mitigation Options:

1. **Should access to the Search Screens SND/SAD, NMD/NAD, DND/DAD, and OFO/OOD remain in JIS for all users?**
   A. Yes
   B. No
2. **If Search Screens remain in JIS, should Informational Warning Messages appear on the screens?**
   A. Yes
   B. No
3. **If the answer to question #2 is yes, should Informational Warning messages be:**
   A. Temporary
   B. Fixed
   C. Both Temporary and Fixed

Person Screens

- PER/PCMT - Person/Person Comment
- AKA - Alias/Doing Business As
- ADH/RAPC - Address History/Related Address Phone Change

Purpose of screens:

- To view detailed person & address information

Proposed Mitigation Strategy:

- Leave access to Person Screens in JIS

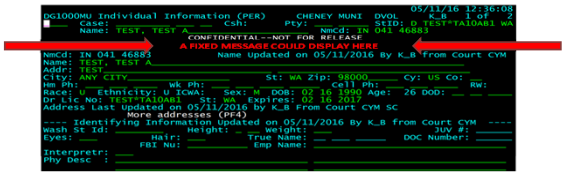
ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Person Screen Proposed Mitigation

Educate Users:

- That JIS information is **incomplete**
- Must get complete person detail from JABS
- About Person Identity Matching in the EDR

In JIS, add fixed messages on each person screen



ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Committee Decisions

Person Screen Mitigation Options:

1. **Should access to the Person Screens PER/PCMT, AKA, ADH/RAPC remain in JIS for all users?**
   A. Yes
   B. No
2. **If Person Screens remain in JIS, should Informational Warning Messages appear on the screens?**
   A. Yes
   B. No
3. **If the answer to question #2 is yes, should Informational Warning messages be:**
   A. Temporary
   B. Fixed
   C. Both Temporary and Fixed

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Other JIS Screens

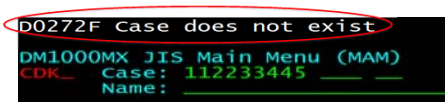
Case Inquiry Commands:

- Case number specific and King County cases will no longer be viewable in JIS
  - VIO - Violation Inquiry/Update
  - PAR - Participant Inquiry
  - NCC - Non-Civil Case Inquiry
  - CIVI - Civil Case Inquiry
  - CVJI - Civil Judgment Inquiry
  - CDK - Case Docket Update/Inquiry

Mitigations for Other JIS Screens

Existing JIS fatal error messages such as "Case does not exist" could appear when attempting to access a King County case.

- Sample CDK Screen



Committee Decisions

Case Inquiry Screen Mitigation Options:

1. **Should case number specific screens VIO, PAR, NCC, CIVI, CVJI, and CDK remain in JIS for all users?**
   A. Yes
   B. No
2. **If Case Inquiry Screens remain in JIS, should Informational Warning Messages appear on the screens when a Non-JIS case number is entered?**
   A. Yes
   B. No

Committee Decisions

Case Inquiry Screen Mitigation Options:

3. **If answer to question #2 is yes, should Informational Warning messages be:**
   A. Temporary
   B. Fixed
   C. Both Temporary and Fixed
4. **Given the answers to questions 1-3 above; should all other JIS Case Number Specific Commands follow the same principles for Non-JIS Court case numbers? (e.g. TPSE, WAR, COS, etc.)**
   A. Yes
   B. No

Case History Screens (ICH/DCH/SNCI)

History screens

- ICH/DCH - Individual/Defendant Case History
- SNCI - Statewide Name Index

Purpose of Screens:

- To navigate to other screens to view/input additional detail about each case
- To view all cases for a person with some case detail

Proposed Mitigation Options:

1. Leave access to ICH/DCH/SNCI screens in JIS
2. Remove access to ICH/DCH/SNCI screens for all users

Other History Screens (IOH/DVI/FRH)

Purpose of Screens:

- Used to navigate to other screens to view/input additional detail about each case
- IOH - Individual Order History displays all orders for an individual for all court levels
- DVI - Domestic Violence Inquiry displays domestic, dependency, parentage and sex-related cases
- FRH - Family Relationship History displays family relationships

Proposed Mitigation Options:

1. Leave access to IOH/DVI/FRH screens in JIS
2. Remove access to IOH/DVI/FRH for all users

History Screen Proposed Mitigation

Option 1:

Leave History screens in JIS due to navigation needs.

- Educate users they must obtain complete case history from JABS
- Enhance JIS screens & reports so users understand information is **incomplete**

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

History Screen Proposed Mitigation

Option 1 Cont.:

- Add informational warning messages in JIS
- Add fixed warning messages in JIS:
  - On the Main Menu (MAM) screen
  - Above list of cases, or the middle of the screen
  - On top of printed report(s) and/or screen shots
  - On Batch Selection screens
- Courts may disable access if desired (ATHX)

Page 31

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

History Screen Proposed Mitigation

Option 2:

Remove access to History screens for all users

- Educate Users:
  - Must get complete case history from JABS
  - Must use alternative navigation methods
    - e.g. Find a case # in JABS and use JIS commands with that case number

Page 32

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

History Screen Proposed Mitigation

Option 2 - Cont.:

- Display a fatal error if History command is entered for a Non-JIS Court case number

```
D0105F Invalid command                                          DG0010PX
                                                     04/08/16 11:27:06
DM1000MX JIS Main Menu (MAM)            STATEWIDE COURT DVOL
 DCH  Case: _____ __ __   Csh:    Pty: __ ____  StID: _ _____ __
      Name: _____ ____ _____ _____  NmCd: __ ___ ____
```

- Users would be unable to print batch reports

```
D18751 JIS Person was not selected or added      DG13SOSX  05/11/16 12:13:12
DL1060MX Prepare Calendar Select (PCS)   CHENEY MUNI  DVOL     K_B   1 of   1
      Case: _____ __ __   Csh:    Pty: __ ____  StID: _ _____ __
      Name: TEST_____ _____ _____  NmCd: __ ___ ____

Prepare the following reports:            [ ] Run Overnight?

Start Date/Time: __ __ ____ at __ __ __  in Room: ___  with  Judge: ___
End   Date/Time: __ __ ____ at __ __ __  Sequence: _ (C/H/P/D/O) in Cus: N (Y/N)
DKTS: N (Y/N) ADRS: N (Y/N) CFH: N (Y/N) DGH: N (Y/N) Sort: _ (C=cal,D=def nm)
Judge Nm: _____                          Prev DKT: N (Y/N) HRH Done: _ (Y/N)
```

Page 33

Committee Decisions

History Screen Mitigation Options:

1. **Should the History Screens DCH, ICH, SNCI, IOH, DVI and FRH:**
   A. Remain in JIS with the ability for Courts to disable access if desired on the ATHX Screen
   B. Be Removed in JIS for all users
2. **If History Screens remain in JIS, should Informational Warning Messages appear on the screens?**
   A. Yes
   B. No
3. **If the answer to question #2 is yes, should Informational Warning messages be:**
   A. Temporary
   B. Fixed
   C. Both Temporary and Fixed

Committee Decisions

History Screen Mitigation Options:

4. **If the DCH screen remains in JIS:**
   Given the potential need for complete DCH information to be provided for defendant treatment assessments, possible public access, and/or other needs:
   Should a complete DCH be available for display and printing in an application such as JABS in addition to the option of the ICH?
   A. Yes
   B. No

Batch Print Screens

- PCS – Prepare Calendar Select
- DCHB – Defendant Case History Batch
- ICHB – Individual Case History Batch
- IOHB – Individual Order History Batch

Purpose of Screens:

- Provides the capability to submit and print multiple defendant/individual history reports

Proposed Mitigation Options:

1. Leave access to screens in JIS
2. Remove access screens for all users

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Batch Print Screen Proposed Mitigation

- Users would be unable to print batch reports

```
D18751 JIS Person was not selected or added.          DG1350SX  05/11/16 12:13:12
DL1060MX Prepare Calendar Select. (PCS)  CHENEY MUNI  DVOL    K_B   1 of   1
     Case:                  Coh:      Pty:                 StID:
     Name: TEST                                   NmCd:

Prepare the following reports:                 Run Overnight?

Start Date/Time:                at                 in Room:      with  Judge:
End   Date/Time:                at                 Sequence:   (C/H/P/D/O) in Cus: N (Y/N)
DKTS: N (Y/N) ADRS: N (Y/N) CFH: N (Y/N) DBHX36 (Y/N) Sort:   (C=cal,D=def nm)
Judge Nm:                                  Prev DKT: N (Y/N) HRH Done: _ (Y/N)
```


ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Committee Decisions

Batch Print Screen Mitigation Options:

1. **Should the Batch Print Screens:**
   A. Remain in JIS with the ability for Courts to disable access if desired on the ATHX Screen
   B. Be Removed in JIS for all users
2. **If Batch Print Screens remain in JIS, should Informational Warning Messages appear on the screens?**
   A. Yes
   B. No
3. **If the answer to question #2 is yes, should Informational Warning messages be:**
   A. Temporary
   B. Fixed
   C. Both Temporary and Fixed

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Committee Decisions

Potential Screen Scraping Impacts:

1. **If warning messages are added to JIS screens: Should the use of Release Notes be the preferred method used to inform courts of potential screen scraping impacts to JIS screens?**
   A. Yes
   B. No
2. **If warning messages are added to JIS screens: When considering screen scraping applications, should greater consideration be given:**
   A. To minimize the impact by placing messages in locations on JIS screens that may not break screen scraping applications, knowing there is no guarantee the screen scraping application would not break.
   B. To enhance the impact by placing messages in locations on JIS screens that could break screen scraping applications, knowing there is no guarantee the screen scraping application would break.

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Business Process Questions

King County and other Non-JIS Court case information will no longer be in JIS

Statewide information for King County cases will display in JABS **except for** cases **without** Well Identified Persons (WIP)

- e.g. Dissolution w/o children, Judgments, Small Claims, Parking cases

Is there a need to view cases for Non-Well Identified Persons in other courts?

- Would the impact affect:
  - Judicial Decision Making
  - Public Safety
  - Court Operations, or
  - Statistical Analysis?

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Next Steps

- We will keep a log of these decisions, which the project will use moving forward.
- Follow-up meeting information and topics will be provided.

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Additional Follow-Up: JABS

The next Judicial Access Browser (JABS) class Is currently scheduled for Wednesday, October 12, 2016. You may sign up for the class on the inside courts website.

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Additional Follow-Up: JABS

A self paced JABS Tutorial is also available. Additional information is provided in your meeting materials.

Individuals without Inside Courts access may view the tutorial using this link:
http://aoceccl.adobeconnect.com/p6w6buke7o8/

- New Logon Procedure
- Window Navigation
- Person and Calendar Searching
- Case and Person Tabs

Take 20 minutes to learn about the new features in JABS

aoceccl.adobeconnect.com/jabs-tutorial/

See all the tutorials at inside.courts.wa.gov >> Education >> Education Events >> Tutorials

Page 43

ADMINISTRATIVE OFFICE OF THE COURTS
Information Services Division

Contact Information

Thank you for your time and valuable feedback. The information you provide is very important.

Please send any business process impact questions or concerns to the EDE team at:

edeuseradvisorygroup@courts.wa.gov

Page 44