JIS Information Technology Governance Policy - Supreme Court and Court of Appeals Requests

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Purpose

The purpose of this policy is to ensure that Judicial Information System (JIS) information technology (IT) investments made through the IT Governance Framework are invested in projects, applications, and services, and equipment that fit within the JIS Portfolio (See Appendix B) and support the statewide court community. Investment decisions for IT services that do not fit within the JIS Portfolio should be made by individual courts and their funding authorities.

The JIS IT Governance Framework, approved by the Judicial Information System Committee (JISC) in 2010, provides a consistent and structured process for making effective IT investment decisions for JIS resources that are responsive and transparent to court community customers.

Authority

RCW 2.68.010 gives the JISC the authority to “determine all matters pertaining to the delivery of services available from the judicial information system.” JISC Rule 1 provides for the Administrative Office of the Courts (AOC) to operate the Judicial Information System (JIS) under the direction of the JISC and with the approval of the Supreme Court pursuant to RCW 2.56.

Scope

For purposes of this policy, "IT governance" is defined as a structure for the JIS governing bodies to classify requests and apply criteria and thresholds to deliver the most value for IT investment decisions. The "JIS Portfolio" is the portfolio of IT products and services provided by AOC as part of the Judicial Information System (see JIS Portfolio Management Policy 2000 – P1). For purposes of this policy, the Washington Supreme Court and the Courts of Appeal are individual courts whose IT services are provided by the Administrative Office of the Courts.

Policy

It is the policy of the JISC that the JISC has the authority to approve IT governance requests from the Supreme Court or Courts of Appeal in the following cases:

1. If the investment requires integration of an IT service with existing JIS applications to cover only the amount related to the integration costs.
2. If the investment is a replacement for an existing JIS application.
3. If the investment is for a service in the JIS Portfolio (See Appendix A).
4. If the investment is for a new service that has been determined by the JISC to be a statewide service within the Baseline Service Level (as approved by the JISC , 2011) (See Appendix B).
5.

It is the policy of the JISC that IT governance requests from the Supreme Court or Courts of appeal are under local investment authority in the following cases:

1. If the investment does not require integration of services with existing JIS applications.
2. If the investment is an enhancement of a non-JIS service already provided to the Supreme or Appellate courts by AOC.
3. If the investment is for a new service that has been determined by the JISC not to be a statewide service within the Baseline Service Level (approved by the JISC , 2011) (See Appendix B).
4.

If an IT governance request from the Supreme Court or Courts of Appeal cannot be classified under one of the rules above, a determination of whether the request is for a JIS investment or local investment will be made by the JISC.

Maintenance

The AOC will review this policy annually and make appropriate updates after any significant changes. Changes in this policy will require the approval of the JISC.

FUNDING

Work performed by the AOC, to the best extent possible, will use the correct funding source whether it be JIS or non-JIS.

Appendix A: Current JIS Portfolio

Appendix B: Baseline Service Level