Judicial Information System Committee Meeting September 7, 2012

<u>DECISION POINT</u> – Superior Court Case Management System – Governance Plan

MOTION:

- I move that the JISC approve the Governance Plan for the Superior Court Case Management System Project as recommended by the SC-CMS RFP Steering Committee.

I. BACKGROUND

The Superior Court Case Management System (SC-CMS) Project is intended to provide the superior courts and county clerks with a software application that would meet the business needs of all 39 counties in the state for calendaring and case-flow management functions, along with participant/party information tracking, case records and relevant disposition services functions, in support of judicial decision making, scheduling and case management.

Bluecrane, Inc., the Independent Quality Assurance (QA) Professionals hired for the project, prepared an initial assessment in April, 2012, which identified the lack of project management plans as a risk. One of the recommended plans is a Governance Management Plan. The project team developed a Governance Management Plan that was reviewed by Bluecrane in July 2012. The SC-CMS RFP Steering Committee has reviewed and recommends the SC-CMS Governance Management Plan.

II. DISCUSSION

The Governance Management Plan establishes a process for the timely making of decisions that impact the project. It defines the decision-making groups, the tolerance level for decision making, the escalation to next level decision-making groups, and the documentation and communication of decisions. It is designed to make decisions in a timely matter at the lowest level possible.

III. PROPOSAL

The SC-CMS RFP Steering Committee recommends that the JISC approve the SC-CMS Governance Plan.

OUTCOME IF NOT PASSED –

Lack of an effective governance process may hamper the project's ability to make timely decisions and may cause decisions to be revisited if appropriate stakeholders are not involved.