Judicial Information System Committee Meeting, April 25, 2014

DECISION POINT – Superior Court Case Management System (SC-CMS) – Revised Project Steering Committee Charter

MOTIONS:

1. **I move that the JISC approve the revised SC-CMS Project Steering Committee Charter, v1.0, dated April 25, 2014.**

2. **I move that the JISC approve the new SC-CMS Project Steering Committee membership.**

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 will meet the business needs of the 37 participating counties (Pierce and King opted not to participate) 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.

On July 19, 2013, the JISC approved the SC-CMS RFP Steering Committee's recommendation for the Administrative Office of the Courts (AOC) to proceed with executing the contract negotiated with Tyler Technologies, Inc. In January 2014, King County announced their withdrawal from the SC-CMS project. In response to this announcement, and as part of the 2014 Supplemental Budget, a proviso was enacted with requirements for a new SC-CMS Project Steering Committee Charter and around the structure of the Project Steering Committee.

II. DISCUSSION

The 2014 Supplemental Operating Budget (Engrossed Substitute Senate Bill 6002) appropriates $16,606,000 from the Judicial Information System account for continued implementation of the SC-CMS project. The budget proviso states:

"…The Administrative Office of the Courts, in consultation with the Judicial Information Systems Committee and the Office of the Chief Information Officer shall develop a revised Superior Court Case Management Steering Committee charter to implement the next phases of the Superior Court Case Management System. The steering committee members shall be appointed by the Judicial Information Systems Committee and shall consist of two members representing each of the following groups: Court Administrators, Superior Court Judges, County Clerks, and the Administrative Office of the Courts. The revised charter shall insure that voting members of the steering committee represent the Administrative Office of the Courts and those courts that have implemented, or have committed to implement, the statewide superior court vendor solution as selected by the Judicial Information Systems

Committee. The revised charter shall also insure that the Superior Court Case Management System Project Steering Committee continues to provide contract oversight in collaboration with the Judicial Information System Committee through the implementation period. Oversight responsibilities of the steering committee throughout the various phases of the project must include, but are not limited to, vendor management, contract and deliverable management, assuring reasonable satisfaction of the business and technical needs at the local level, receipt of stakeholder feedback, and communication between the various stakeholder groups and the Judicial Information Systems Committee. Issues of significant scope, schedule or budget changes, and risk mitigation strategies must be escalated to the Judicial Information Systems Committee for consideration. In the event that a majority of the steering committee members cannot reach a decision, the issue must be escalated to the Judicial Information Systems Committee for consideration. The Superior Court Case Management System Project Steering Committee may solicit input from user groups as deemed appropriate. The revised charter shall be approved by the Judicial Information Systems Committee. "

III. OUTCOME IF NOT PASSED –

If the JISC does not approve the new SC-CMS Project Steering Committee charter, the AOC would also be out of compliance with a legislative mandate, which could threaten SC-CMS funding.

If the JISC does not approve the new SC-CMS Project Steering Committee membership, delays in Steering Committee decisions may be incurred, and potentially impact the overall project delivery schedule.