Judicial Information System Committee Meeting, March 6, 2015

DECISION POINT – Superior Court Case Management System – New Codes and Formats for Odyssey Courts

MOTION:

I move that the JISC approve the Superior Court Case Management System (SC-CMS) Court User Work Group's (CUWG) and the AOC SC-CMS Project Team's recommendations to use new codes and formats in the new statewide case management system for the 37 Superior Courts and County Clerk's offices implementing Odyssey.

I. BACKGROUND

On June 22, 2012, the Judicial Information System Committee (JISC) authorized the formation of the Court User Work Group (CUWG) for the SC-CMS Project.

The CUWG provides essential subject matter expertise to enable the successful deployment of the SC-CMS. The CUWG assists the Court Business Office (CBO) and the SC-CMS Project Team in establishing common court business processes that could be packaged and configured as a model for deploying a new case management system across the state.

Since the formation of the CUWG in June 2012, the CUWG has made decisions appropriate to the implementation of SC-CMS in order to make timely decisions that do not impact scope, schedule or budget. However, the following rule requires the JISC to ratify a recent CUWG decision:

> RULE 7 CODES AND CASE NUMBERS
> The Administrator for the Courts shall establish, with the approval of the Judicial Information System Committee, a uniform set of codes and case numbering systems for criminal charges, civil actions, juvenile referrals, attorney identification, and standard disposition identification codes. [Effective May 15, 1976.]

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II. DISCUSSION

Since the SC-CMS Project Team, CUWG, and Tyler began reconciling requirements with Odyssey functionality and Fit Assessments results in December of 2014, many Odyssey code tables and configuration options have been discussed and built. As much as possible, the SC-CMS Business Team uses legacy codes for Odyssey tables/functions that are comparable to JIS/SCOMIS. There are four primary reasons when this doesn't occur:

1. **When one legacy code is needed more than once within the same Odyssey table** (all codes in a table must be unique). For example, some legacy causes of action, which are most equivalent to Odyssey case types, can be used across more than one legacy case type. Each legacy cause of action code is configured in Odyssey as a case type, with one Odyssey case type per legacy case type and cause of action combination. See the attached *New Odyssey Case Types* document for more information.
2. **Brand new functionality**; for example, Exhibit Management and Arbitration:

- Exhibit Management is comprised of 8 configuration tables in Odyssey:
    - Exhibit Types
    - Exhibit Statuses
    - Exhibit ID Formats
    - Exhibit ID Pool
    - Exhibit Location Types
    - Exhibit Locations
    - Exhibit Cross Reference Numbers
    - Exhibit Flags
- Arbitration is comprised of 6 configuration tables in Odyssey:
    - Arbitration Statuses
    - Arbitrators
    - Arbitrator Statuses
    - Arbitrator Preferences
    - Arbitrator Removal Reasons
    - Arbitrator Billing Types

3. **Innate differences between JIS/SCOMIS and Odyssey**; for example, Warrants and Calendaring/Scheduling Hearings:
    - Warrants:
        - In SCOMIS, warrants are entered as an event, which triggers a change to case status and the appearance of I, O, or N in the warrant field in JIS. The warrant field in JIS is most equivalent to the Warrant Status in Odyssey)
        - In Odyssey, warrants are entered as individual entities (events can be defaulted based on warrant status). Warrant configuration is comprised of 8 tables:
            - Warrant Types
            - Warrant Statuses
            - Warrant Number Formats
            - Warrant Number ID Pools
            - Warrant Location
            - Warrant Groups
            - Warrant Cross Reference Numbers
            - Warrant Witness Types
    - Calendaring/Scheduling Hearings
        - In SCOMIS, hearings are scheduled by adding a date and calendar code in the secondary field of a docket entry. The calendar code is most equivalent to a Session in Odyssey.
        - In Odyssey, hearings are scheduled as individual entities, separate from events (hearings can be related to events). Calendar configuration is comprised of about 13 tables; they aren't listed here as they fit more with new functionality, reason 2 above. Hearing configuration is comprised of 7 tables:
            - Hearing Types
            - Hearing Type Groups
            - Hearing Flags
            - Hearing Results
            - Cancellation Reasons
            - Setting Reschedule Reasons

- Journal Entries

4. **The team is taking advantage of the functionality available in Odyssey**, thereby enhancing business processes and reporting; case types, for example. There are several new case types that are new for this reason, as opposed to the reason described in number 1 above. Please refer to the attached *New Odyssey Case Types* document for more information.

The below table summarizes the number of Odyssey configuration tables and how many have at least one new code:

	Case Manager	Financial Manager	Supervision	Total for All WA Odyssey Product Centers
Number of tables with at least 1 new code	225	8	94	**327**
Total Number of Configuration Tables*	248	11	94	**353**

**Includes all tables that are expected to be utilized by a WA county, even if not currently configured*

<u>It is estimated that 93% of Odyssey configuration tables will have at least one new code, when compared to the most equivalent function in JIS/SCOMIS</u>.

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OUTCOME IF NOT PASSED –

If this motion is not passed, the SC-CMS project will continue implementations, with the following known deficits:

- Odyssey users will be unable to utilize new functionality (functionality not available in JIS/SCOMIS), including, but not limited to:
  - Arbitration Case Management
  - Exhibit Management
  - Time Tracks/Standards (alerts/deadlines)
  - Document Management
- Odyssey users will be able to use some functionality (similar functionality available in JIS/SCOMIS) <u>with restrictions</u>, including, but not limited to<u>:</u>
  - Sections of party record maintenance
  - Sections of general case details, such as
    - Case Security Groups
    - Document Security Groups
    - Related Cases
    - Case Cross Reference Numbers
  - Protection Orders
  - Warrants
  - Forms generation
- The SC-CMS Project Team (and AOC/Tyler partners) will need to:
  - End-date hundreds of entries in code tables
  - Update business process documentation

- Re-engineer business processes for implementation with a limited set of codes and limited functionality
- Work with Tyler to re-design and update case data replication services
- Review and update party synchronization services

The above includes examples of the functionality impacted and work necessary, should this motion not be passed; it is highly likely there would be additional impacts and more work effort necessary if implementations were limited to existing JIS/SCOMIS code sets.

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