



Judicial Information System Committee (JISC)

Friday, March 6, 2015 (9:30 a.m. – 2:30 p.m.)

CALL IN NUMBER: 800-591-2259 PC: 288483

SeaTac Facility: 18000 INTERNATIONAL BLVD, SUITE 1106, SEATAC, WA 98188

AGENDA

1.	Call to Order a. Introductions b. New ISD Associate Director c. Approval of Minutes	Justice Mary Fairhurst, Chair Ms. Vonnie Diseth, ISD Director Justice Mary Fairhurst, Chair	9:30 – 9:40	Tab 1
2.	JIS Budget Update a. General Fund Forecast Update b. Decision Point: <ul style="list-style-type: none"> • JIS Assessment Inflationary Adjustment 	Mr. Ramsey Radwan, MSD Director	9:40 – 10:40	Tab 2
3.	Information Networking Hub a. Intro/High Level Overview b. Enterprise Data Repository (EDR)	Ms. Vonnie Diseth, ISD Director Mr. Dan Belles, PMP / Mr. Eric Kruger, Enterprise Architect	10:40 – 11:40	Tab 3
4.	Update on JISC Rule 13 & Discussions with Legislators	Justice Mary Fairhurst, Chair Ms. Vonnie Diseth, ISD Director	11:40 – 12:40	Tab 4
Lunch (Working)			12:40 – 1:00	
5.	JIS Priority Project #2 (ITG 2): Superior Court Case Management Update a. Project Update b. Decision Points: 1) Odyssey Case Number Format 2) Codes for Odyssey Courts	Ms. Maribeth Sapinoso, PMP Mr. Dexter Mejia, CBO Manager Ms. Marcea Basham, Business Process Engineer	1:00 – 1:30	Tab 5
6.	JIS Priority Project Updates a. (ITG 41) – CLJ Revised Computer Records Retention/ Destruction Process	Ms. Kate Kruller, PMP	1:30 – 1:45	Tab 6
7.	Legislative Update	Ms. Mellani McAleenan, Assoc. Dir. Judicial & Legislative Relations	1:45 – 2:00	Tab 7
8.	Committee Report a. Data Dissemination Committee	Judge Thomas Wynne	2:00 – 2:15	
9.	Meeting Wrap-Up	Justice Mary Fairhurst	2:15 – 2:30	
10.	Information Materials a. 13-15 Budget Update b. SC-CMS Bluecrane QA Report c. ITG Status Report			Tab 8

Persons with a disability, who require accommodation, should notify Pam Payne at 360-705-5277 Pam.Payne@courts.wa.gov to request or discuss accommodations. While notice 5 days prior to the event is preferred, every effort will be made to provide accommodations, when requested.

Future Meetings:

2015 – Schedule

April 24, 2015

June 26, 2015

August 28, 2015

October 23, 2015

December 4, 2015

JUDICIAL INFORMATION SYSTEM COMMITTEE

October 24, 2014
10:00 a.m. to 2:00 p.m.
AOC Office, SeaTac, WA

DRAFT - Minutes

Members Present:

Justice Mary Fairhurst, Chair
Mr. Larry Barker
Chief Robert Berg
Judge Jeanette Dalton
Ms. Callie Dietz
Ms. Delilah George
Judge James Heller
Mr. Rich Johnson
Judge J. Robert Leach
Ms. Barb Miner
Ms. Brooke Powell
Judge Steven Rosen (Phone)
Mr. Robert Taylor
Mr. Jon Tunheim
Ms. Aimee Vance
Judge Thomas J. Wynne

Members Absent:

Ms. Yolande Williams

AOC/Temple Staff Present:

Mr. Kevin Ammons
Mr. Dan Belles
Ms. Kathy Bradley
Ms. Marie Constantineau
Ms. Christine Cook
Ms. Vicky Cullinane
Ms. Vonnie Diseth
Mr. Mike Keeling
Mr. Martin Kravik
Mr. Eric Kruger
Ms. Kate Kruller
Mr. Dirk Marler
Ms. Mellani McAleenan
Ms. Pam Payne
Mr. Ramsey Radwan
Ms. Maribeth Sapinosa
Mr. Mike Walsh
Mr. Kumar Yajamanam

Guests Present:

Judge Veronica Alicea-Galvan
Ms. Lynne Campeau
Ms. Lea Ennis
Judge Corinna Harn
Mr. Enrique Kuttemplon
Judge David Larson
Mr. Allen Mills
Mr. Othniel Palomino
Judge Kim Walden

Call to Order

Justice Mary Fairhurst called the meeting to order at 10:00 a.m. and introductions were made.

September 5, 2014 Meeting Minutes

Justice Fairhurst asked if there were any additions or corrections to the September 5, 2014 meeting minutes. Hearing none, Justice Fairhurst deemed them approved.

JIS Budget Update (13-15 Biennium)

Mr. Ramsey Radwan provided the budget update for the 2013-2015 biennium. The green sheet, representing the amount allocated for projects listed, shows the expenditures and current allocations for the current biennium for the INH, SC-CMS, AC-ECMS, and the equipment replacement projects. Expenditures are on track. There have been some savings, which will go back to the JIS Fund for the next biennium.

Mr. Radwan presented information on the anticipated additional revenue and additional costs statewide. There will be approximately \$2.6 billion in new revenue for the General fund, but

anticipated costs, including funding for education, exceed \$5.3 billion. Even without the McCleary decision, expenditures will outpace revenue by over \$1 billion. Although revenues have been better than expected, the additional costs dwarf them. Of the overall budget, 2/3 of the expenditures are protected and must be funded. The Legislature will likely start to reduce costs and locate existing revenue, before looking to increase taxes and other revenue. It is possible that funding may be pulled from the JIS Fund, and there may be a cut to the general fund, across the board, to help balance the budget. The Information Services Division receives funding from both the general fund and the JIS account, therefore, reductions to AOC's general fund budget could impact information technology projects during the 2015-2017 biennium.

CIO Report

- **House Appropriations Workgroup Update.** Ms. Vonnie Diseth provided a brief update on the House Appropriations Workgroup. Mr. Radwan, Ms. Callie Dietz, and Ms. Diseth presented information on the SC-CMS and AC-ECMS Projects to the House Appropriations Committee on September 29. Representative Hudgins directly asked if the two provisos had been implemented and what the status was on both. Ms. Diseth stated that both provisos have been implemented and explained that the JISC officially approved the JIS Data Standards on June 27, 2014, but allowed for further review and input from stakeholders. Representative Hudgins further inquired when the standards would be finalized. Ms. Diseth stated that they would be finalized at the October 24th JISC meeting.
- **Removal of Social Security Number in JIS Update.** Ms. Diseth also provided an update on the removal of Social Security Numbers in JIS. The first step to make the SSN field read only, was implemented in August. Once that was done, AOC offered to provide the courts with an SSN report that would help them to store the SSN in another manner outside of JIS. On October 20, 2014, the new release of JABS was implemented that removed the display of SSN and the ability to search for SSN's. On November 3, 2014, the SSN field will be removed from the JIS screens and database, as well as the Electronic Ticket Process (ETP) application. The last step is to develop a process that will identify social security numbers that have been entered into alternate data fields.
- **IT Security Assessment for the Appellate Courts.** A new RFQQ to have a security firm conduct an IT assessment for the Supreme Courts and Court of Appeals will be released October 24, 2014. Vendor proposals will be due in November. The expected start date will be in late December or early January 2015.
- **SAO IT Security Performance Audit.** Ms. Diseth gave an update on the State Auditor's Office Performance Audit, which followed up on the Intrinium Report. The final report from the auditing firm, chosen by the SOA was received on October 20, 2014. The State Auditor's feedback has not been received regarding this report.
- **Disaster Recovery and Business Resumption Program Audit.** In compliance with the JISC directive that an audit be conducted every three years on AOC's Disaster Recovery and Business Resumption Program, the audit was conducted by Sirius Computer Solutions, Inc. of San Antonio, TX. The audit findings stated AOC complied with the requirements of the JIS policy and National Institute of Standards (NIST). It was noted that the AOC/JIS Group did an exceptional job on IT Disaster Recovery Preparedness, and is well prepared.

JIS Policy Amendment

Justice Fairhurst opened the discussion on the JIS General Policies Amendment. Ms. Vicky Cullinane addressed questions relating to section 10.2 and section 4.1.8. Ms. Cullinane addressed written questions regarding section 4.1.8, which requires employees to review the confidentiality agreement annually. This does not require a new signed agreement. The courts may define “annually” as they see fit, as long as it occurs at the same time from year to year. The question of keeping additional signed agreements is irrelevant, and nothing is changed with how the documents are kept. In section 10.2, there were many comments and suggested edits to the draft policy.

Justice Fairhurst noted that comments were included, if anyone would like to speak to them. Ms. Barb Miner referred to her suggested edits to the policy. Ms. Miner asked if the DMS systems county clerks use would be exempt or grandfathered in. Ms. Diseth responded that the policy focuses on case management systems. Ms. Miner clarified that it would not be relevant to the DMS system, and Ms. Diseth concurred.

Justice Fairhurst noted that the decision point is to amend the policies according to the draft. Judge Thomas Wynne appreciated the changes in language and supports the change. Judge J. Leach supports the changes as well, except for the addition of the word “local,” because the language should mirror the legislative proviso. Ms. Miner disagreed, stating that it reads more clearly, and she believes it doesn’t change the meaning of the proviso. Judge Leach stated that it is unwise to deviate from the language in the proviso, which may have a different interpretation.

Mr. Mike Keeling noted that there is a network, and there are several layers of the network components to maintain connectivity to the applications. Ms. Miner disagreed with the concept of the network from the Clerks’ perspective. Ms. Lea Ennis expressed concern that including “network” may mislead others, and it would be best to remove the term. Justice Fairhurst clarified that section 10.2 addresses alternative local systems. Justice Fairhurst asked Mr. Keeling if retaining the word “network” is essential or if it is sufficient without it. Mr. Keeling responded that for the purpose of this document, the “network” isn’t really key.

Motion: Judge Thomas J. Wynne

I move to amend proposed section 10.2 to adopt language proposed by Barb Miner, minus the word “local” in the second paragraph.

Second: Judge Jeannette Dalton

Judge Corinna Harn commented that the proviso given by the Legislature only related to superior courts. The JISC is extending the proviso to lower courts with alternative systems. It may not have been intended by the Legislature, but their language was very clear that it was only supposed to be for superior courts. Judge Harn expressed concern that the proviso was extended to courts that do not have a system available from the state. Judge Harn doubts that it was the intent of the Legislature to go beyond what was stated in the proviso, and would discourage the JISC from extending this to courts of limited jurisdiction. Justice Fairhurst stated that JIS will continue to be the operating system for courts of limited jurisdiction until the new CMS is available. Judge Harn replied that the proviso was implemented at a point where superior courts do have a state-funded case management system besides SCOMIS. District and municipal courts do not have that alternative. The Legislature may have intended to

provide funding for those courts where the state was paying for a system already and therefore, would not pay for alternative systems.

Ms. Mellani McAleenan addressed Judge Harn's concerns, noting that the provisos passed were specific to the superior courts, as AOC was not seeking funding for the CLJs at that time. However, conversations with Representatives Hunter and Hudgins made clear that they fully intend to extend the same provisos to all courts. Ms. McAleenan believes that it is dangerous to draw a distinction between court levels because that is not the Legislature's intention. Judge Veronica Alicea-Galvan stated that it would be disingenuous to not apply the proviso to all court levels. Judge Harn's concern is understandable from a local perspective, but the JISC must have a statewide point of view.

Judge David Larson inquired if it was legal to extend the proviso to courts of limited jurisdiction when only the superior courts are addressed in the proviso. Justice Fairhurst addressed Judge Larson's concern about legality, stating that RCW 2.68.010 supports JISC's authority to implement these changes. It states that the JISC determines all matters pertaining to the delivery of services available from the Judicial Information System. Ms. Miner asked for the purpose of developing a wider interpretation of the proviso. Judge Steve Rosen inquired about the compliance with data standards as they change over time, and how long the courts have to adjust to those changes. Justice Fairhurst noted that the question was applicable to the Data Standards decision point further into the meeting. Justice Fairhurst recommended postponing this discussion until later in the meeting.

Judge Rosen stated that courts that choose alternative systems must perform double data entry, because there is no other option for CLJs, and there will not be in the near future. The local jurisdiction must pay for the double data entry, which increases the cost, and makes the sustainability questionable. Judge Rosen believes a standardized system is worthwhile, however the CLJs do not have a system. The cost increase is substantial for a number of jurisdictions and there is no need to include the CLJs in the change. Judge Rosen agrees with the Legislature's intent to include all courts, but the timing is incorrect. Judge Rosen would like to remove the CLJs from today's decision.

Motion: Judge Steven Rosen

I move to amend proposed section 10.2 to adopt language proposed by Barb Miner, minus the word "local" in the second paragraph, and add a sentence exempting the CLJ's from the policy.

Second: Ms. Barb Miner

Mr. Larry Barker asked if this policy did not apply to CLJs, what would? There would be no policy regarding the CLJs. Justice Fairhurst clarified that the motion is for section 10.2, and the motion is to remove the CLJ's from that. Justice Fairhurst called a vote.

Voting in Favor: Judge Rosen, Barb Miner

Opposed: Justice Fairhurst, Larry Barker, Chief Berg, Judge Dalton, Callie Dietz, Delilah George, Judge Heller, Rich Johnson, Judge Leach, Brooke Powell, Robert Taylor, Jon Tunheim, Aimee Vance, Judge Wynne

Absent: Yolande Williams

The motion fails. Justice Fairhurst called for the vote on the original motion made by Judge Wynne.

Voting in Favor: Justice Fairhurst, Larry Barker, Chief Berg, Judge Dalton, Callie Dietz, Delilah George, Judge Heller, Rich Johnson, Judge Leach, Barb Miner, Brooke Powell, Robert Taylor, Jon Tunheim, Aimee Vance, Judge Wynne

Opposed: None

Abstain: Judge Rosen

Absent: Yolande Williams

Justice Fairhurst then moved to the official decision point for the JIS General Policies.

Motion: Judge Thomas J. Wynne

I move to amend the JIS General Policies, as indicated in the attached draft, with the amended section 10.2.

Second: Judge James Heller

Voting in Favor: Justice Fairhurst, Larry Barker, Chief Berg, Judge Dalton, Callie Dietz, Delilah George, Judge Heller, Rich Johnson, Judge Leach, Barb Miner, Brooke Powell, Robert Taylor, Jon Tunheim, Aimee Vance, Judge Wynne

Opposed: None

JISC Rule 13

Justice Fairhurst opened the discussion on the JISC Rule 13 amendment. Ms. Cullinane provided an overview of the changes to the proposed Rule 13. Justice Fairhurst noted that some of the prior comments and letters were placed in Tab 3, and requests from King County Bar Association and King County District Court to delay action came in yesterday, October 23, 2014. Judge Alicea-Galvan indicated that this rule has divided the DMCJA Board, and, on behalf of the DMCJA Board, asked that action be delayed as well.

Ms. Diseth stated the primary frustration with delaying a decision comes from all of the time and energy that has been put into working on this issue. The JISC formed a workgroup several years ago to deal with this issue, and provide an update to the JISC Rules. The committee met for two years and could not reach consensus on changes. There were proposed minority and majority proposals which were brought before the JISC for a decision, but the group could not reach consensus, and eventually the workgroup was disbanded without an agreement being reached. Ms. Diseth does not believe delaying action will solve the issue or create consensus.

Ms. Miner stated that the rule, as is, is preferred by the Clerks and Mr. Rich Johnson. Ms. Miner made a motion to not amend the rule, and leave JISC Rule 13 as is. Judge Leach stated the motion is unnecessary because if we don't vote to change the rule, it will remain the same. Judge Wynne stated the proposed rule is consistent with Legislative expectations, and the adoption of this rule may strengthen our position with the Legislature in terms of funding. And it also sets future standards that will continue the existence of a JIS system.

Justice Fairhurst asked if there was a second to Ms. Miner's motion.

Motion: Ms. Barb Miner

I move to not amend JISC Rule 13, and keep Rule 13 as currently written.

Second: Mr. Rich Johnson

Voting in Favor: Rich Johnson, Barb Miner, Judge Leach

Opposed: Justice Fairhurst, Larry Barker, Chief Berg, Judge Dalton, Callie Dietz, Delilah George, Judge Heller, Brooke Powell, Robert Taylor, Jon Tunheim, Aimee Vance, Judge Wynne

Absent: Yolande Williams, Judge Rosen

The motion fails. Justice Fairhurst asked if there were additional motions.

Motion: Judge Thomas J. Wynne

I move to recommend the proposed Rule 13 to the Supreme Court on an expedited basis.

Second: Judge Jeanette Dalton

Judge Larson commented that the frustration expressed by Ms. Diseth is a result of trying to force a one-size-fits-all system on the individual courts. This is creating an “us vs. them” mentality that will slow down the process. It will not work to force courts into a system that does not work for them. The current problems with superior courts will multiply ten-fold when you add courts of limited jurisdiction. There needs to be a way to incorporate all systems, which is different from what is currently planned. Judge Larson stated that the decision needs to be delayed.

Judge Harn stated that under the existing Rule 13, King County District Court gave the JISC 90-days’ notice, and that time has expired. There has been no response from AOC that King County’s system isn’t approved, and no concerns have been raised. King County District Court has spent over \$1 million on their case management system, and they gave notice in February of their intent to implement a new system. The King County IT Director has told them their systems cannot continue to operate without risk of failure. Their court is in compliance under the existing rule.

Justice Fairhurst responded that they have not received JISC approval yet because the data standards weren’t finalized, and they need the standards to make a decision. AOC has worked with King County diligently to accommodate their feedback on the standards. In response to Judge Larson, the JISC has already decided to proceed with a statewide case management system at the various court levels. The JISC moved the data exchange to the end of each project to first enable those going with the statewide system, approved by JISC and funded by the Legislature, and then meet the needs of other courts.

Mr. Johnson doesn’t believe there is a need to change the rule. Mr. Johnson expressed a fundamental concern with changing the rule because it requires us to go back to Supreme Court to adopt future changes. He suggests adding a sentence to the rule that says the courts with alternative systems have to comply with JIS policies. Ms. Miner stated that when the JISC made the decision to prioritize various CMS projects, it did not understand that it was at the cost of moving data exchanges further out. Ms. Miner continued, stating that JISC has not made a purposeful decision to deprioritize the data exchange, but that is the end result, which is not workable.

Judge Alicea-Galvan stated that the DMCJA 100% supported the CLJ CMS being a priority. She disagreed that data exchange was off the table, but it's a question of timing. Right now we don't even know what systems we'll be exchanging data with. We can't pour resources into data exchange with obsolete systems. Once the system is built, that will be the appropriate time to discuss different needs, and now is not the time to address that. If we were to focus on two different tracks, it will delay the ultimate goal.

Justice Fairhurst noted the JISC's original decision was to do a statewide system, and the Legislature included provisos that the project had to meet King County's needs. The goal of the Legislature was to have a single statewide system. It is recognized that some courts may not want to have the same system, which makes data exchanges necessary. However, we cannot implement a statewide system while at the same time developing data exchanges for those that aren't using the system. Justice Fairhurst continued, stating those that make that choice have an opportunity to come back to the statewide system. Regardless of the outcome of this vote today, the JISC would have to make a different decision to elevate data exchange to its former priority. Those decisions have already been made and funding has been appropriated.

Ms. Miner stated that if there were resources allocated and different priority decisions, it would be possible to complete the case management systems and the data exchange at the same time. Judge Larson added that he was not suggesting data exchange with JIS, but data exchange with future systems. When creating new systems, it's important that they are able to talk with each other. It is better to plan ahead, instead of waiting to the end, when there will be many problems with the data exchange that already exist by having divergent systems. Judge Wynne responded that by establishing clear policies and standards, it becomes part of that process. Judge Larson responded that the current process is not allowing courts to develop other systems. Judge Wynne stated that a mechanism is necessary for standards and policies to be implemented on a local level. In the past, a district court system was created independently, but it did not communicate with AOC or other courts. There is a need statewide to look at the system as a whole, and the need for statewide information sharing. Justice Fairhurst called for a vote.

Voting in Favor: Justice Fairhurst, Larry Barker, Chief Berg, Judge Dalton, Callie Dietz, Delilah George, Judge Heller, Brooke Powell, Robert Taylor, Jon Tunheim, Aimee Vance, Judge Wynne

Opposed: Rich Johnson, Barb Miner, Judge Leach

Absent: Yolande Williams, Judge Rosen

JIS Data Standard and Implementation Plan

Mr. Eric Kruger presented the proposed changes to the JIS Data Standards for Alternative Court Record Systems. He reviewed the changes made to the last draft and provided brief explanations. Mr. Kruger noted that the current draft included clarification of what was considered baseline data. All the data that is considered baseline is what is required now, and can be accepted in JIS. Mr. Kruger then provided a brief summary of the associated implementation plan.

Ms. Cullinane stated that the detail for the data elements will be in the Procedures and Guidelines document that is under development now. Procedures and Guidelines are the appropriate place for that level of detail. At the last stakeholder meeting, there was an outline of what will be included, along with examples of what it will look like for the level of detail. The

timeline calls for the document to be finalized by the end of November. Mr. Johnson requested that the data standards and implementation plan be separated for discussion. Mr. Johnson advocated separating the topics, as there may be some issues with each, and it could better focus discussion. Justice Fairhurst agreed to split the discussion.

Ms. Miner urged the committee not to adopt the standards, and distributed a letter written on behalf of herself, Lea Ennis, King County Superior Court, Othniel Palomino, King County District Court, Kevin Stock, Pierce County Clerk, Yolande Williams, Seattle Municipal Court, and Howard Delaney, Spokane Municipal Court. Ms. Miner stated that the current version of the standards is markedly different from the version adopted in June 2014, raising more questions than have been answered. Ms. Miner cited concerns with the proposed standards document, including that they apply to CLJ's, that they are overreaching as a policy statement, and they prioritize AOC's needs to report statistics over the impact on local court costs, and the implementation date is unrealistic. Ms. Miner stated that there are no electronic methods to transmit this required data to AOC, and that there was insufficient time to review the standards at the meeting with stakeholders on October 6, 2014.

Ms. Miner noted that all five of the courts included in the letter are willing to transmit the data, and no one disputes the benefit of having a statewide repository. However, none of the courts have the staff or financial resources to perform data entry to transmit it to AOC; it is costly and wasteful of time. Without the ability to perform electronic data exchange with AOC, the standards and the implementation plan in their current forms will have negative impacts on the court system as a whole. Ms. Miner noted this letter was submitted to have an official record of their concerns, and she plans to vote "no". It is understood that the "what" component meets the legislative proviso, but we do not believe the "how" is in the proviso. Particularly when the "how" dictates duplicate data entry.

Judge Alicea-Galvan noted that the DMCJA Board concurs with the request to delay the vote based on some objections they had.

Judge Wynne asked how much time would be necessary to fully review and discuss the standards. Ms. Miner responded that it is such a large, important document, and would like a minimum of 4-6 months. Judge Leach inquired if Ms. Miner was asking to delay both the adoption of the standards and the implementation plan. Ms. Miner responded that the issue is largely with the standards. Judge Leach followed, asking if delaying the implementation plan until the INH is established would alleviate the concerns. Ms. Miner responded that having the INH plus data exchange mechanisms are both necessary.

Judge Leach asked if all of the data that alternative systems are required to report will be accepted by the Odyssey system when the Odyssey system is up and running. Mr. Kruger responded that they will not have to report through Odyssey. The data will be reported through the INH, and the electronic data sharing will be for superior courts only. Judge Leach additionally asked if the superior courts using the Odyssey system would be reporting the same data that is required of the alternative systems under these standards. Mr. Kruger responded that superior courts would report the same baseline data.

Judge Wynne stated that the data standards were received in June and many parts have already been adopted, and asked what the differences were. Mr. Kruger noted that some data elements have been removed, and no data elements have been added. Judge Wynne clarified that the standards today were largely consistent with what is already in effect. Mr. Othniel

Palomino explained that he feels that the “what” of the standards keeps changing. We should not be held accountable for changing standards.

Judge Dalton addressed Ms. Miner’s statement of objecting to the “how” of the standards. Judge Dalton asked about the mechanisms, such as the Superior Court Data Exchange, that are already in place to enter baseline information. Ms. Miner wasn’t sure of the technical aspect of the exchange, and indicated that she is fine to send data to the JIS, or the new case management system.

Judge Dalton replied that the proviso intended to construct a statewide case management system and standards for getting data to the statewide case management system, and anyone not using the system will be responsible for getting their data to the statewide system. The Legislature does not want to pay for other systems; that will be the responsibility of those choosing not to opt in. Ms. Miner does not believe that is the case, and the proviso reads that there will be no funding for courts to have a local system. It is necessary to clarify if it is their intention to have counties to do double data entry into the state system.

Mr. Dirk Marler explained that if passage of the data standards is delayed until electronic data exchange is available, the net effect would be to prioritize data exchange in front of everything else, including a statewide case management system for CLJ’s.

Judge Harn said the real issue is how to work together to share as much data as possible without the expense sky-rocketing for courts that made a decision that they cannot operate their system effectively for their customers. Judge Harn’s primary concern is that by implementing these standard immediately, it will prohibit those courts from operating effectively.

Mr. Kruger provided information about the implementation requirements, which are segmented into two paths. Path A is trial courts using JIS as the primary system as of April 4, 2014, which is the proviso date. Those courts will have to comply with the data standards on the date they leave JIS. Path B is trial courts not using JIS as of April 4, 2014. Those courts are required to continue sending data to the statewide system at the same level as they were on that date.

Ms. Miner noted that she had spoken to Ms. Yolande Williams, who was appreciative of the changes made, however it shows that this document is still a work in progress. Judge Wynne asked what it was about the implementation plan that was still a work in progress. Ms. Miner stated that the courts’ letter is specific to the standards, and the implementation plan was seen for the first time on October 3, 2014.

Mr. Kruger noted that Pierce County uses a mix of electronic and manual data entry, as they implemented 6 of the superior court data exchanges.

Ms. Cullinane noted that Spokane Municipal Court came to the JISC requesting, under Rule 13, to go onto their own system, and were told that they would proceed at their own risk, and that they would have to manually enter their data into JIS.

Mr. Palomino stated that his objection to the standards is because they don’t have enough detail, and they have changed recently. His court is trying to figure out how to communicate the data elements to AOC. There has not been enough time to figure out whether it makes sense for them and what aspects are applicable. Ms. Aimee Vance asked, since King County District Court doesn’t even have a system yet, how would he know the timeframe required for passing the data standards? Mr. Palomino replied that they are currently working on the business

requirements for their system. The implementation plan will impact their new system, and has very little to do with their current usage areas.

Justice Fairhurst explained that by taking out the phased implementation plan, it gives time to get SC-CMS up and the CLJ-CMS immediately after. Those who don't use the statewide system, we've agreed, can have alternative electronic court record systems, but they must send their data to the statewide system. Currently, we have the ability to get data from those courts with alternative systems through SCOMIS and DISCIS. SCOMIS and DISCIS will not be turned off until the new statewide systems are complete. The standards are helpful because they identify the baseline information needed from courts choosing alternative systems.

Part of Justice Fairhurst's concern is that AOC has been directed and funded to do the SC-CMS project, and CLJ's are fighting for attention for a new CMS as well. The time spent focusing on courts with alternative systems is taking away from these projects. AOC must be able to work on what has been adopted and prioritized by the JISC. As a body, we need to make a decision and go forward, recognizing that we will continue to work under the implementation plan as written, and hopefully as adopted, trying to take into consideration all of the concerns. But first the projects must get done. A statewide solution will be provided that courts can choose or not choose. Justice Fairhurst remains hopeful that those choosing the alternative systems will decide to come back to the statewide system. It was the goal to serve all courts, counties, and cities. As a body, a decision must be made in order to get on with the work that AOC has been tasked with.

Ms. Miner doesn't believe the JISC made a purposeful decision to deprioritize data exchange, but that is what happened. There was never a vote to make that decision. Ms. Miner also does not think that Pierce and Spokane Counties are okay with duplicate data entry, and they fall into that exemption from previously being off the system. Spokane Municipal Court, King County Clerk's Office, King County Superior Court, King County District Court, Pierce County Superior Court, and the DMCJA are asking the JISC to not pass the standards because they are not ready.

Ms. Vance disagreed with Ms. Miner's assertion that the JISC did not make a purposeful decision to deprioritize data exchange. The JISC clearly prioritized the CLJ-CMS over the Seattle Municipal Data Exchange. Ms. Vance also noted that there has not even been an IT Governance request for a statewide data exchange.

Mr. Johnson said his largest concern is that we will move forward with another case management system on the heels of the SC-CMS, and we will be left with the data exchange issue. We are doubling our problems if we go forward with another system before we resolve the lack of ability to exchange data. When there is a large portion of constituents stating that they are uncomfortable moving forward at the rate we are trying to progress, it is not in our best interest to ignore that. This is a prescription for failure at the highest level, and it forms an "us vs. them" attitude. Mr. Johnson is supportive of the standards and of the effort, but this is so critical that taking more time to vet the document would be beneficial.

Judge Dalton disagreed with Mr. Johnson's perspective that a large part of constituents have concerns. Three counties out of 39 counties is relatively small. Those three counties may have a larger share of data, but they are not a large part of the constituents and they have opted not to use the statewide solution. Judge Dalton's concern is providing standards and certainty for all of the counties in the state; they are the constituents. Judge Dalton does not believe that we should delay the approval of standards simply because the people that wrote the letter have

made their own decisions not to utilize the state system and have concerns about how they are going to get the data into JIS. The only objection they have is with double data entry, and are not objecting to the electronic transmission of any of the data. It is also difficult to meaningfully address the issues being raised when we are handed this letter during the meeting.

Mr. Bob Taylor commented that as far as standards continuing to evolve, they will always change and it is time to either vote them up or down.

Judge Larson agreed with Mr. Johnson, and disagreed with Judge Dalton's statement, indicating that the DMCJA Board opposes the standards, and they represent over 200 courts. Judge Alicea-Galvan clarified that the DMCJA Board does not oppose the standards. The standards were sent to the DMCJA Board for comment, and the board's vote was split as to whether they should request a delay of the JISC vote on the standards. Judge Alicea-Galvan was tasked to inform the JISC of the request to delay the decision, but it was not an overwhelming vote to ask for a delay.

Ms. Miner noted that the five courts that wrote the letter together comprise approximately 50% of the data statewide. The letter explicitly urges the JISC not to adopt the standards, and it specifically stated the only issue is not just the "how"; there are other issues here. The standards sweep in the CLJ's, which was not part of the proviso. The data transmission issue is the largest source of current and future problems.

Ms. Dietz stated that the standards were never meant to polarize the courts, but we must get to a place of action and we have invested several years into the standards. It is inaccurate to state that these standards have been rushed and dropped on individuals. The issues have been worked on in a number of different ways for years, and that will not change. Once the standards are passed, they will still evolve and be a work in progress, but we must start somewhere. Ms. Dietz also noted that other states with decentralized case management systems are moving to statewide case management systems. We should not make the assumption that there will always be counties that don't use the statewide system. Ms. Dietz urged adoption of the standards because it gives us a baseline to move forward and see how the case management systems roll out.

Ms. McAleenan noted that there is a budget proviso that requires standards to be developed. Even though it only specifies superior courts, legislators have made it very clear that this proviso will extend to all courts. Given Mr. Radwan's comments about the budget environment we are moving into, it would not be in our collective best interest to go into the next legislative session without having standards. Ms. McAleenan noted that Ms. Miner's preference for a six month delay would push us to April 2015, which is when the Legislature will adjourn. Personal experience with the legislators indicates that waiting could adversely impact us as a whole.

Ms. Delilah George agreed that standards will never be perfect, but as long as we can modify them, it makes sense. Courts have to have this document as a guide if they are even considering not using the statewide system.

Mr. Johnson stated that there has been a tremendous effort, but he believes the standards are incomplete. If the requirement for manual data entry was removed, and changed to electronic data transfer, the tenor of the discussion would be different. Mr. Johnson said this is the point of opposition, and removing that requirement may bridge the gap.

Judge Dalton made a combined motion to approve the data standards and implementation plan, which was seconded by Ms. Dietz. Judge Leach moved to divide the decisions so the data

standards were voted on before the implementation plan, which was taken as a friendly amendment.

Motion: Judge Jeanette Dalton

I move to approve the Data Standards for Alternative Electronic Court Record Systems as written.

Second: Ms. Callie Dietz

Voting in Favor: Justice Fairhurst, Larry Barker, Chief Berg, Judge Dalton, Callie Dietz, Delilah George, Judge Heller, Judge Leach, Brooke Powell, Robert Taylor, Jon Tunheim, Aimee Vance, Judge Wynne

Opposed: Rich Johnson, Barb Miner

Absent: Yolande Williams, Judge Rosen

Judge Harn stated that adopting the implementation plan will limit courts choosing an alternative system from having other methods of transmitting the data other than manual entry. Justice Fairhurst replied that the intention was for alternative courts to continue providing baseline information through the same method that they originally provided information. This will not freeze courts into a system, but to ensure the information will continue to be received. Judge Harn is concerned that by agreeing to the implementation plan, that courts will not have problems solved through technology. This hinders the state from moving forward in a positive way. Judge Harn urged the JISC to delay accepting the implementation plan.

Mr. Marler stated that by continuing to divert AOC resources for courts with alternative systems, it becomes a self-fulfilling prophecy: the state will not be able to implement a statewide system any time soon. Chasing individual implementations for any county will prevent us from finalizing a statewide system. This is a backdoor way of reprioritizing data exchange first. The JISC has already made the decisions, and has not changed them, but if we delay implementation of the standards until the build out of data exchanges, it will be the net effect. Mr. Marler explained that there must be a method to input data into the system. Judge Harn responded that if the JISC allowed for the type of data exchange that already exists with Seattle Municipal Court, courts with alternative systems would be comfortable with the implementation.

Justice Fairhurst clarified that courts choosing alternative systems would not be precluded from inputting data. Judge Leach explained that Seattle Municipal Court is not providing a complete set of data, so they will receive a "pass", and King County District Court will be required to provide all of the data points, and need a data transfer method beyond what is available. Referring to Mr. Marler's statement, Judge Leach questioned whether or not the case management systems should be in place first, and then develop the tools to allow for the electronic transmission of information from the alternative systems, or vice versa.

Motion: Judge Jeanette Dalton

I move to approve the Implementation Plan for Alternative Electronic Court Record Systems as written.

Second: Ms. Callie Dietz

Voting in Favor: Justice Fairhurst, Larry Barker, Chief Berg, Judge Dalton, Callie Dietz, Delilah George, Judge Heller, Brooke Powell, Robert Taylor, Jon Tunheim, Aimee Vance, Judge Wynne

Opposed: Rich Johnson, Barb Miner, Judge Leach

Absent: Yolande Williams, Judge Rosen

ITG #2 - SC-CMS Update

Ms. Maribeth Sapinoso provided an update on the SC-CMS project to the JISC. Ms. Sapinoso began with the most recent project activities including the DMS responses received, from all the counties implementing Odyssey, as of October 24, 2014: total of 33 counties responded (12 Odyssey DMS, 11 Link Only, 5 Lack of Agreement, 5 Undecided, and awaiting 4 counties to respond). A more current map reflecting these updates was provided to the members. Two monthly Project Steering Committee meetings occurred since the September 5, 2014 JISC meeting of which some major decision occurred not mentioned in the presentation slides. Cowlitz County's request to be an early adopter site was placed in reserved status by the Project Steering Committee should an existing early adopter should withdraw. The Project Steering Committee agreed that there was no need at this time to add another early adopter to minimize any further project related risks. Ms. Sapinoso indicated just returning from the ACCIS conference that went really well especially the demonstration of Odyssey Case Manager, Document Management System, and Judge Edition at the project's booth. The project team also provided technical specifications for these modules at the conference. Last, the project had a recent meeting with Thurston County's 3rd Party Vendor support (Liberty - Techline Communications) to address the schedule and high level design for the Link Option. The proof of concept for the Link Only solution has been developed by the AOC and is up and running and will be provided to Techline. Ms. Diseth has also been in contact with LaserFiche. Meanwhile, the project continues to work with Lewis County in preparation for training and reviewing of person and case data converted in Odyssey.

INH Update:

Mr. Dan Belles, Project Manager, provided a status update on the INH/SC-CMS Integration Project. Mr. Belles began by reviewing a high level diagram of the INH/SC-CMS integration solution. Mr. Belles stated that the primary components of the integration effort included party data and case data replication between Odyssey and JIS. Mr. Belles stated that there were other integration efforts underway including the Document Management System (DMS) integration with Odyssey. Judge Leach asked if Tyler would be using the National Information Exchange Model (NIEM) for its application interfaces in Odyssey to send case data. Mr. Belles stated that Tyler would not be using NIEM for case data replication, but that INH could receive the Odyssey case messages using standard XML. Judge Leach also asked if the INH would be using NIEM to exchange data with other case management systems in the future. Mr. Belles stated that decision on whether to NIEM in the future needed to be discussed and was currently being considered by AOC. Vonnie Diseth stated that there was no formal policy requiring NIEM and that AOC would be looking into whether NIEM would be a standard going forward.

Mr. Belles then provided an update on recent project activities. Mr. Belles stated that the party data replication design was taking longer than expected and was projected to be completed by January 31st, instead of the end of October as originally planned. Mr. Belles also stated that Tyler had made good progress with the case data replication builds and that they would be delivering 90% of the code by the end of October. Mr. Belles stated that the remaining builds for case and party would be delivered in mid-January.

Mr. Belles then provided an update on the project schedule and stated that a new timeline was developed to show the party data replication and case data replication work being completed by the end of January in time for the Pilot Court Go Live early in February. Mr. Belles stated that the target was to have the party data replication solution ready for UAT and integration testing by January 31st even though the schedule showed March, which includes a two month contingency. Mr. Belles stated that there was significant complexity in replicating the data between JIS and Odyssey, due to differences in the way each system handled person business rules. Mr. Belles stated that one example was the way each system handled aliases. Mr. Belles stated that the differences were making the final design for party data replication more challenging and time consuming.

Mr. Belles then reviewed current project risks and issues and the associated mitigation strategies. Mr. Belles stated that there were three main areas of risk that were being mitigated: interdependent projects, case data replication with Odyssey and DMS integration with Odyssey. Mr. Belles continued by saying that the primary issue outstanding involved the delay in coming up with the design for the party data replication solution. Mr. Belles stated that the issue was being addressed by having Tyler resources assist and getting more business analysts and developers involved. Mr. Belles concluded by reviewing the next steps in the project planned over the next several months.

JIS Priority Project Updates

ITG 45 AC-ECMS

Mr. Martin Kravik presented a status update on the AC-ECMS project. He reported that the Functional Specification was accepted by AOC on August 18, 2014.

Two contract amendments resulted from the Functional Specification activity. The first was a licensing adjustment. The second, which was planned for in the contract, updated the project schedule. System configuration will occur in four iterations rather than one. The projected end date moved to September 2015. Neither amendment resulted in additional contract cost.

Iteration A – Base System and Document Structure, modifications to the eFiling process, and requirements analysis for JIS Link/Appellate Court Data are all underway.

Each configuration iteration consists of system configuration, training, and user acceptance testing.

Next steps include finalization of Iteration A, starting Iteration B – WorkView and Associated Workflows, and starting the document conversion set of activities.

ITG 102/174: CLJ - CMS

Mr. Michael Walsh presented the project update on the Courts of Limited Jurisdiction Case Management System (CLJ-CMS) project. Recent activities included the shift of focus from the project planning to the requirement gathering activities. On October 24th we finished our fourth meeting and there are noticeable improvements in efficiency following each one. The current state requirement gathering is scheduled for completion in January 2015 with the future state requirements on schedule to start in February 2015.

The creation of the Inside Courts web site has been delayed due to non-project resource availability. Once resources can be freed up the project team will continue to work on making

CLJ-CMS status, presentations, CUWG and other pertinent documents available for Inside Courts users.

The final project planning documents, Organizational Change Management, Communications, and Quality Assurance have been approved. This marks the completion of the planning activities on the project schedule.

ITG 41: CLJ Revised Computer Records Retention Destruction Process

Ms. Kate Kruller, ITG 41 Project Manager, updated the JISC on project activity. Ms. Kruller reported that the project team planned to begin the pilot courts implementation in January 2015, but resource constraints have caused the schedule to slide downstream. Ms. Kruller continued by stating that project's sole testing resource was reassigned to support other projects beginning in late October. The ITG 41 Project is ready to utilize a test resource any time it comes available at AOC.

The ITG 41 Project is currently working with AOC management to identify an alternate resource or a method of completing the test work. The Project Manager will keep the JISC, Project Steering Committee and Pilot Courts apprised of the situation as new information becomes available.

Committee Report

Data Dissemination Committee:

Redacting Names in JIS Based on Court Order.

Mr. Baner presented his client's issue to the Committee and requested that her name be redacted to initials in the JIS database and on the AOC public search case records website. The Committee unanimously voted to deny Mr. Baner's request.

DSHS-CA Request for Case Type 7s.

DSHS-Children's Administration is requesting access to case type 7s in the JIS database. The DDC wants to grant the access and requested AOC staff provide information at the next meeting on how the account should be setup to allow it. Staff is also to review how the AGO is set-up for dependencies and report back to the Committee.

JABS Access for Prosecutors/Public Defenders.

The DDC voted unanimously to allow all public defenders, prosecutors, and their staff access to JABS. AOC staff is to report back at the next meeting about providing the access with JIS-Link IDs. In the meantime, access will continue to be provided by court-maintained RACFIDs.

Public Access to Accounting Data in JIS for Data Dissemination Requests.

The Committee would like to develop a policy on how financial data in the JIS database is disseminated for non-court requests. Ms. Miner, Ms. Vance and Data Dissemination Administrator Stephanie Happold are to begin a draft policy and present it at the next meeting.

RACFID Training.

The Committee discussed developing a training for Court Administrators and Clerks on RACFID set-up, use, maintenance and data confidentiality. AOC staff is to continue working on the draft PowerPoint presentation for the next meeting and to schedule the presentation for the upcoming Court Administrators and Clerks' trainings.

Adjournment

The meeting was adjourned by Justice Fairhurst at 2:05 pm

Next Meeting

The next meeting will be December 5, 2014, at the AOC SeaTac Facility; from 10:00 a.m. to 2:00 p.m.

Recap of Motions from October 24, 2014

Motion Summary	Status
I move to amend proposed section 10.2 to adopt language proposed by Barb Miner, minus the word "local" in the second paragraph, and add a sentence exempting the Courts of Limited Jurisdiction from the policy.	Failed
I move to amend proposed section 10.2 to adopt language proposed by Barb Miner, minus the word "local" in the second paragraph.	Passed
I move to amend the JIS General Policies, as indicated in the attached draft, with the amended section 10.2.	Passed
I move to not amend JISC Rule 13, and keep Rule 13 as currently written.	Failed
I move to recommend the proposed Rule 13 to the Supreme Court on an expedited basis.	Passed
I move to approve the incorporated data standards as written in the Alternative Electronic Court Record Systems.	Passed
I move to approve the implementation plan as written in the Alternative Electronic Court Record Systems.	Passed

Action Items

	Action Item – From October 7, 2011 Meeting	Owner	Status
1	Confer with the BJA on JISC bylaw amendment regarding JISC communication with the Legislature.	Justice Fairhurst	

	Action Item – From September 5, 2014 Meeting		
2	Find out whether individual persons' SSNs are needed for the bank account process superior courts use on the BAA and BAS screens	Vicky Cullinane	

DRAFT

JUDICIAL INFORMATION SYSTEM COMMITTEE

JUDICIAL INFORMATION SYSTEM ASSESSMENT

March 6, 2015

Judicial Information System Account Summary

Problem Statement:

Current Judicial Information System (JIS) Account revenue and fund balance will not meet the anticipated expenditure needs. Without additional resources the JIS account will experience a large deficit during the 2017-2019 biennium.

No other fund source is available and financing options are very limited.

Judicial Information System Account JIS Assessment

RCW 2.68.030 (partial)

...for the purposes of providing judicial information system access to noncourt users and providing an adequate level of automated services to the judiciary. The account shall be used for the acquisition of equipment, software, supplies, services, and **other costs incidental to** the acquisition, development, **operation, and administration of information services**, telecommunications, systems, software, supplies, and equipment, including the payment of principal and interest on items paid in installments.
(emphasis added)

RCW 2.68.040

(1) To support the judicial information system account provided for in RCW [2.68.020](#), the supreme court may provide by rule for an increase in fines, penalties, and assessments, and the increased amount shall be forwarded to the state treasurer for deposit in the account:

(a) Pursuant to the authority of *RCW [46.63.110\(2\)](#), the sum of ten dollars to any penalty collected by a court pursuant to supreme court infraction rules for courts of limited jurisdiction; (emphasis added)

(b) Pursuant to RCW [3.62.060](#), a mandatory appearance cost in the initial sum of ten dollars to be assessed on all defendants; and

(c) Pursuant to *RCW [46.63.110\(5\)](#), a ten-dollar assessment for each account for which a person requests a time payment schedule.

(2) Notwithstanding a provision of law or rule to the contrary, the assessments provided for in this section may not be waived or suspended and shall be immediately due and payable upon forfeiture, conviction, deferral of prosecution, or request for time payment, as each shall occur.

(3) The supreme court is requested to adjust these assessments for inflation.

(emphasis added)

Judicial Information System Account Base Infraction

RCW 46.63.110 (partial)

Monetary penalties.

(1) A person found to have committed a traffic infraction shall be assessed a monetary penalty. No penalty may exceed two hundred and fifty dollars for each offense unless authorized by this chapter or title.

(2) The monetary penalty for a violation of (a) RCW [46.55.105](#)(2) is two hundred fifty dollars for each offense; (b) RCW [46.61.210](#) (1) is five hundred dollars for each offense. No penalty assessed under this subsection (2) may be reduced.

(3) The supreme court shall prescribe by rule a schedule of monetary penalties for designated traffic infractions. This rule shall also specify the conditions under which local courts may exercise discretion in assessing fines and penalties for traffic infractions. ***The legislature respectfully requests the supreme court to adjust this schedule every two years for inflation.*** (emphasis added)

Washington State Traffic Infraction Penalty Increases

Year	Description	Base Penalty	JIS Assess.	SGF Assess. 1	SGF Assess. 2	Legislative Assess.	Trauma Care	Auto Theft	TBI	Total
1984	Court Improvement Act - Consolidation of all misc. assessments and distributions, creating PSEA Account. PSEA 1 = 60% of Base.	\$20	---	\$12	---	---	---			\$32
1985	Court Rule Adjustment* - Response to Court Improvement Act.	\$25	---	\$15	---	---	---			\$40
1986	PSEA 2 - New assessment 50% of PSEA 1.	\$25	---	\$15	\$8	---	---			\$48
1994	JIS** - JIS assessment as part of Base Penalty created in statute.	\$35	(\$10.00)	\$21	\$11	---	---			\$67
1997	Trauma Care - \$5 fee assessed on every infraction. Not part of the penalty or subject to assessments.	\$35	(\$10.00)	\$21	\$11	---	\$5			\$72
2001	Legislative Assessment - \$10 additional assessment on every traffic infraction.	\$35	(\$10.00)	\$21	\$11	\$10	\$5			\$82
2002	JIS Increase** - Supreme Court makes inflationary adjustment, increasing the JIS assessment to \$12 by court rule.	\$37	(\$12.00)	\$22	\$11	\$10	\$5			\$85
2003	PSEA 1 - Legislature increases assessment to 70% of base penalty.									
	Legislative Assessment - Legislature Increases assessment to \$20.	\$37	(\$12.00)	\$26	\$13	\$20	\$5			\$101
2007	JIS Increase** - Supreme Court makes inflationary adjustment, increasing JIS assessment to \$17 by court rule.	\$42	(\$17.00)	\$30	\$15	\$20	\$5	\$10	\$2	\$124

* RCW 46.63.110 (3) The supreme court is requested to establish traffic infraction penalties by rule and adjust for inflation every two years.

** RCW 2.68.040 (3) The supreme court is requested to make inflationary adjustments to the JIS portion of traffic infraction penalties.

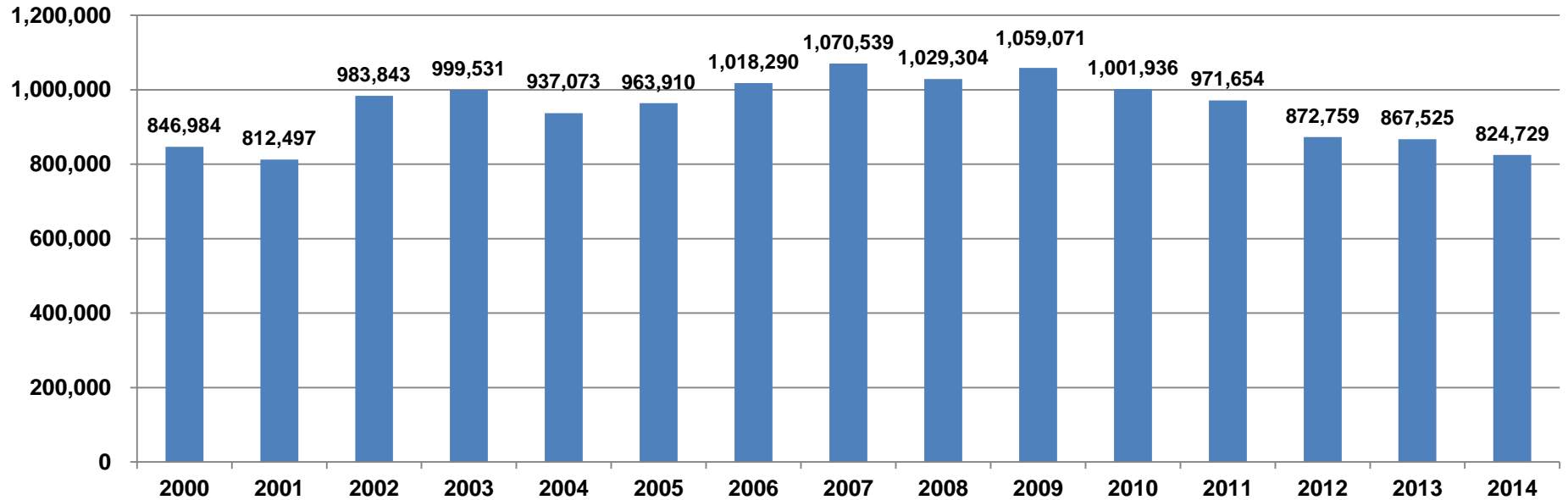
PSEA abolished effective July 1, 2007. Monies deposited into the state general fund.

History of Judicial Information System Account Fund Sweeps 2007-2015

Biennium	Fund Balance Shift	Amount
2007-2009	Transfer to SGF	\$1,500,000
2009-2011	ESHB 1244 to SGF	\$5,000,000
2009-2011	ESHB 1244 to SGF	\$5,000,000
2009-2011	SB 6444 2010 supplemental to SGF	\$1,500,000
2011-2013	HB 1087 Fund Switch (SGF to JIS)	\$6,011,000
2013-2015	3ESSB 5034 Fund Switch (SGF to JIS)	\$3,000,000
	Total Fund Balance Shift	\$22,011,000

Traffic Infraction Filings 2009-2014

Annual Traffic Infraction Filings - CY



Estimated New Costs 2013-2023

Project	2013-2015	2015-2017	2017-2019	2019-2021	2021-2023	Total
SC-CMS	\$18,105,000	\$12,598,000	\$11,222,000	\$4,247,000	\$3,817,000	\$49,989,000
CLJ-CMS	\$0	\$7,166,000	\$16,811,000	\$16,783,000	\$7,625,000	\$48,385,000
ECMS	\$1,426,000	\$400,000	\$400,000	\$400,000	\$400,000	\$3,026,000
Security	\$750,000	\$0	\$0	\$0	\$0	\$750,000
Maintenance	\$1,159,000	\$1,159,000	\$1,159,000	\$1,159,000	\$1,159,000	\$5,795,000
Legislative Salary Adj.	\$950,000	\$950,000	\$950,000	\$950,000	\$950,000	\$4,750,000
BOXI Upgrade	\$773,000	\$0	\$0	\$0	\$0	\$773,000
Total	\$23,163,000	\$22,273,000	\$30,542,000	\$23,539,000	\$13,951,000	\$113,468,000

Resources vs. Expenditures 2015-2023

	2015-2017	2017-2019	2019-2021	2021-2023
Resources	\$53,221,884	\$41,100,000	\$41,100,000	\$39,000,000
<i>Less Expenditures</i>				
Carryforward Level	\$27,599,000	\$28,758,000	\$28,758,000	\$28,758,000
SC-CMS	\$12,598,000	\$11,222,128	\$4,247,322	\$3,816,322
CLJ-CMS	\$7,166,000	\$16,811,250	\$16,783,250	\$8,925,250
Other	\$6,610,750	\$2,490,044	\$2,796,252	\$2,610,000
Sub-Total	\$53,973,750	\$59,281,422	\$52,584,824	\$44,109,572
Biennial Shortfall	(\$751,866)	(\$18,181,422)	(\$11,484,824)	(\$5,109,572)
Cumulative Shortfall	(\$751,866)	(\$18,933,288)	(\$30,418,112)	(\$35,527,684)
New Revenue	\$8,500,000	\$11,300,000	\$11,300,000	\$11,300,000
Revised Balance	\$7,748,134	\$866,712	\$681,888	\$6,872,316

Fiscal Growth Factor Applied to JIS Assessment 1994-2019

Fiscal Year	Growth Factor	Assessment	Potential Assessment	Net Change in Assessment	FGF Status
FY 1994	7.18%	\$10.00	\$10.00	\$0.00	Final
FY 1995	6.21%	\$10.00	\$10.62	\$0.62	Final
FY 1996	5.13%	\$10.00	\$11.17	\$1.17	Final
FY 1997	4.45%	\$10.00	\$11.66	\$1.66	Final
FY 1998	4.05%	\$10.00	\$12.14	\$2.14	Final
FY 1999	4.18%	\$10.00	\$12.64	\$2.64	Final
FY 2000	3.32%	\$10.00	\$13.06	\$3.06	Final
FY 2001	2.87%	\$10.00	\$13.44	\$3.44	Final
FY 2002	2.79%	\$12.00	\$13.81	\$1.81	Final
FY 2003	3.29%	\$12.00	\$14.27	\$2.27	Final
FY 2004	3.20%	\$12.00	\$14.72	\$2.72	Final
FY 2005	3.03%	\$12.00	\$15.17	\$3.17	Final
FY 2006	2.82%	\$12.00	\$15.60	\$3.60	Final
FY 2007	3.38%	\$17.00	\$16.12	(\$0.88)	Final
FY 2008	5.53%	\$17.00	\$17.02	\$0.02	Final
FY 2009	5.57%	\$17.00	\$17.96	\$0.96	Final
FY 2010	5.20%	\$17.00	\$18.90	\$1.90	Final
FY 2011	4.16%	\$17.00	\$19.68	\$2.68	Final
FY 2012	4.34%	\$17.00	\$20.54	\$3.54	Final
FY 2013	4.40%	\$17.00	\$21.44	\$4.44	Final
FY 2014	4.65%	\$17.00	\$22.44	\$5.44	Final
FY 2015	4.48%	\$23.00	\$23.44	\$0.44	Final
FY 2016	4.33%	\$23.00	\$24.46	\$1.46	Final
FY 2017	4.32%	\$23.00	\$25.52	\$2.52	Unofficial
FY 2018	4.16%	\$23.00	\$26.58	\$3.58	Unofficial
FY 2019	3.99%	\$23.00	\$27.64	\$4.64	Unofficial

Fiscal Growth Factor Applied to Base Penalty 1994-2019

Fiscal Year	Growth Factor	Base Penalty	Potential Base Penalty	Net Change in Base Penalty	FGF Status
FY 1994	7.18%	\$35.00	\$35.00	\$0.00	Final
FY 1995	6.21%	\$35.00	\$37.17	\$2.17	Final
FY 1996	5.13%	\$35.00	\$39.08	\$4.08	Final
FY 1997	4.45%	\$35.00	\$40.82	\$5.82	Final
FY 1998	4.05%	\$35.00	\$42.47	\$7.47	Final
FY 1999	4.18%	\$35.00	\$44.25	\$9.25	Final
FY 2000	3.32%	\$35.00	\$45.72	\$10.72	Final
FY 2001	2.87%	\$35.00	\$47.03	\$12.03	Final
FY 2002	2.79%	\$37.00	\$48.34	\$11.34	Final
FY 2003	3.29%	\$37.00	\$49.93	\$12.93	Final
FY 2004	3.20%	\$37.00	\$51.53	\$14.53	Final
FY 2005	3.03%	\$37.00	\$53.09	\$16.09	Final
FY 2006	2.82%	\$37.00	\$54.59	\$17.59	Final
FY 2007	3.38%	\$42.00	\$56.43	\$14.43	Final
FY 2008	5.53%	\$42.00	\$59.55	\$17.55	Final
FY 2009	5.57%	\$42.00	\$62.87	\$20.87	Final
FY 2010	5.20%	\$42.00	\$66.14	\$24.14	Final
FY 2011	4.16%	\$42.00	\$68.89	\$26.89	Final
FY 2012	4.34%	\$42.00	\$71.88	\$29.88	Final
FY 2013	4.40%	\$42.00	\$75.04	\$33.04	Final
FY 2014	4.65%	\$42.00	\$78.53	\$36.53	Final
FY 2015	4.48%	\$48.00	\$82.05	\$34.05	Final
FY 2016	4.33%	\$48.00	\$85.61	\$37.61	Final
FY 2017	4.32%	\$48.00	\$89.30	\$41.30	Unofficial
FY 2018	4.16%	\$48.00	\$93.02	\$45.02	Unofficial
FY 2019	3.99%	\$48.00	\$96.73	\$48.73	Unofficial

Estimated Change in Biennial Revenue

Biennium	Local General Fund	State General Fund	JIS Account
2015-2017	\$3,840,000	\$4,631,000	\$8,471,000
2017-2019	\$5,120,000	\$6,174,000	\$11,300,000
2019-2021	\$5,120,000	\$6,174,000	\$11,300,000
2021-2023	\$5,120,000	\$6,174,000	\$11,300,000

Recommendation

- Increase the JIS Assessment from \$17 to \$23, reevaluate assessment in fiscal year 2024.
- Increase the base penalty from \$42 to \$48.

Judicial Information System Committee Meeting

March 6, 2015

DECISION POINT – Increase in JIS Assessment

MOTION:

I move to increase the current JIS assessment from \$17 to \$23 and reevaluate assessment in fiscal year 2024.

I. BACKGROUND

RCW 2.68 gives the Supreme Court authority to periodically adjust the assessments established in RCW 2.68.040 for inflationary purposes. The assessment established by RCW 2.68.040(a), initially set at \$10, has been amended twice since 1994.

The current assessment generates approximately \$16.5 million per year. Monies are deposited into a dedicated account for use by the Administrative Office of the Courts for the operation and administration of information services. Funds are used for ongoing information technology operations and for short and long-term projects.

Since 2009 the state legislature has taken over \$22 million from the account. This combined with the major projects authorized by the Judicial Information System Committee (JISC) will create a deficit in the account during the 2017-2019 biennium.

II. DISCUSSION

In order to continue and complete the projects authorized by the JISC alternative funding must be identified. Funding from the state general fund is not an option. Financing, as an option, is highly unlikely.

OUTCOME IF NOT PASSED

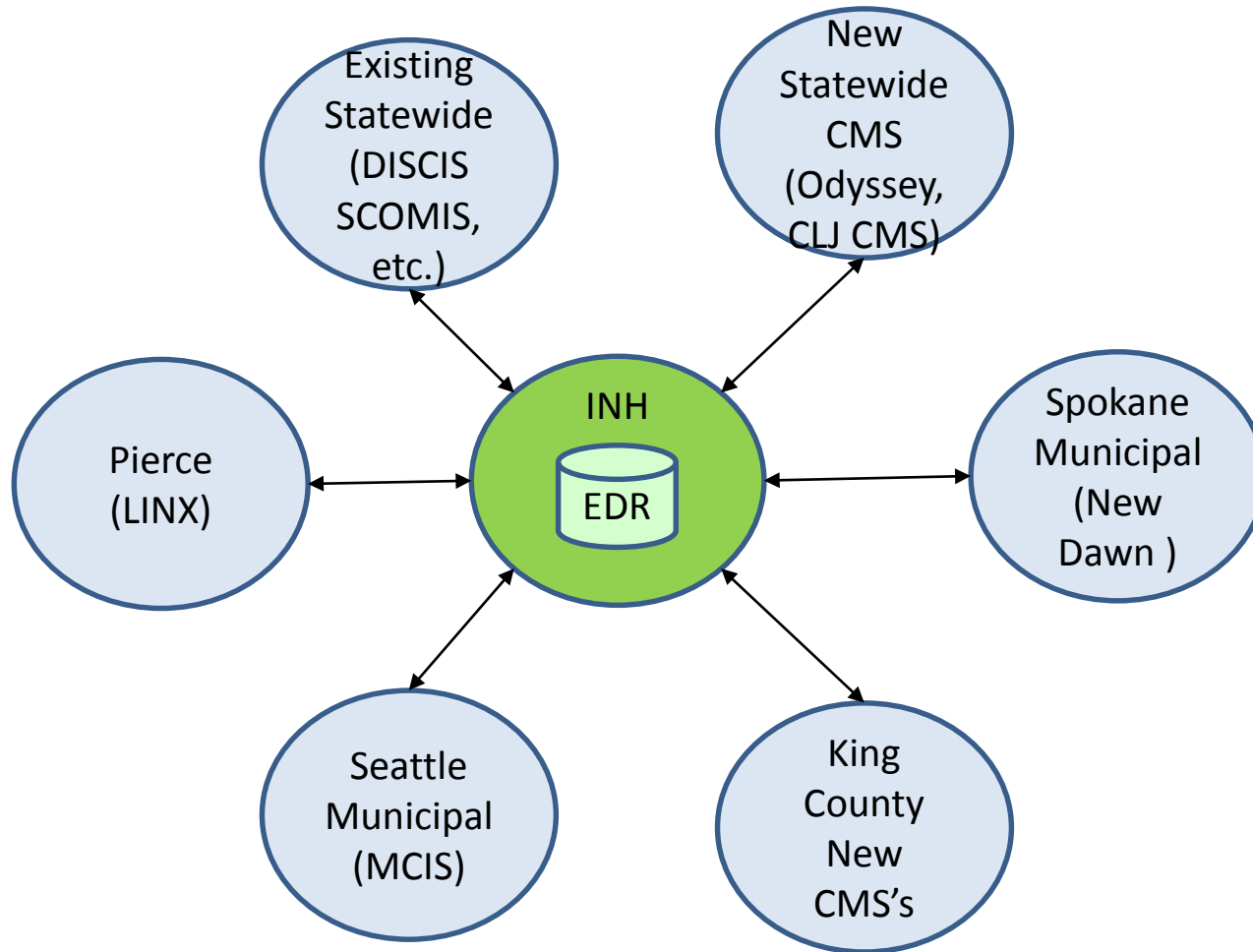
Failure to increase the JIS assessment, at a minimum, will result in a substantial delay in previously authorized projects.

Information Networking Hub Enterprise Data Repository

Dan Belles. Project Manager
Eric Kruger, Enterprise Architect

March 6th, 2015

INH EDR – “Hub Model”



INH EDR - Overview

- The purpose of the EDR is to provide a data source for “statewide shared” information needed between organizations and application systems.
- The JIS Standard for Alternative Electronic Court Record Systems provides the standard for the data elements contained in the EDR.
- The EDR is essential to support the long term strategy of application modernization by both the AOC and courts.
- A Proof of Concept (POC) was recently completed to investigate simpler methods for data sharing

INH EDR – POC Results

- The POC successfully demonstrated that:
 - The EDR POC database design supports the “JIS Data Standards for Alternative Electronic Court Record Systems”.
 - The technology design supports the data storage, data access, and exchange requirements and is flexible for future needs.
 - The new design will perform at anticipated workloads.
 - The JIS person data can be loaded to the EDR using the JIS database.
- Additional work is needed to provide a validation of the several other aspects.
 - Data access authorization rights using predefined roles.
 - Data classification so that access authorization can be used.
 - Deployment and release management automation.
 - Customer self service portal and onboarding tools.

EDR – 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

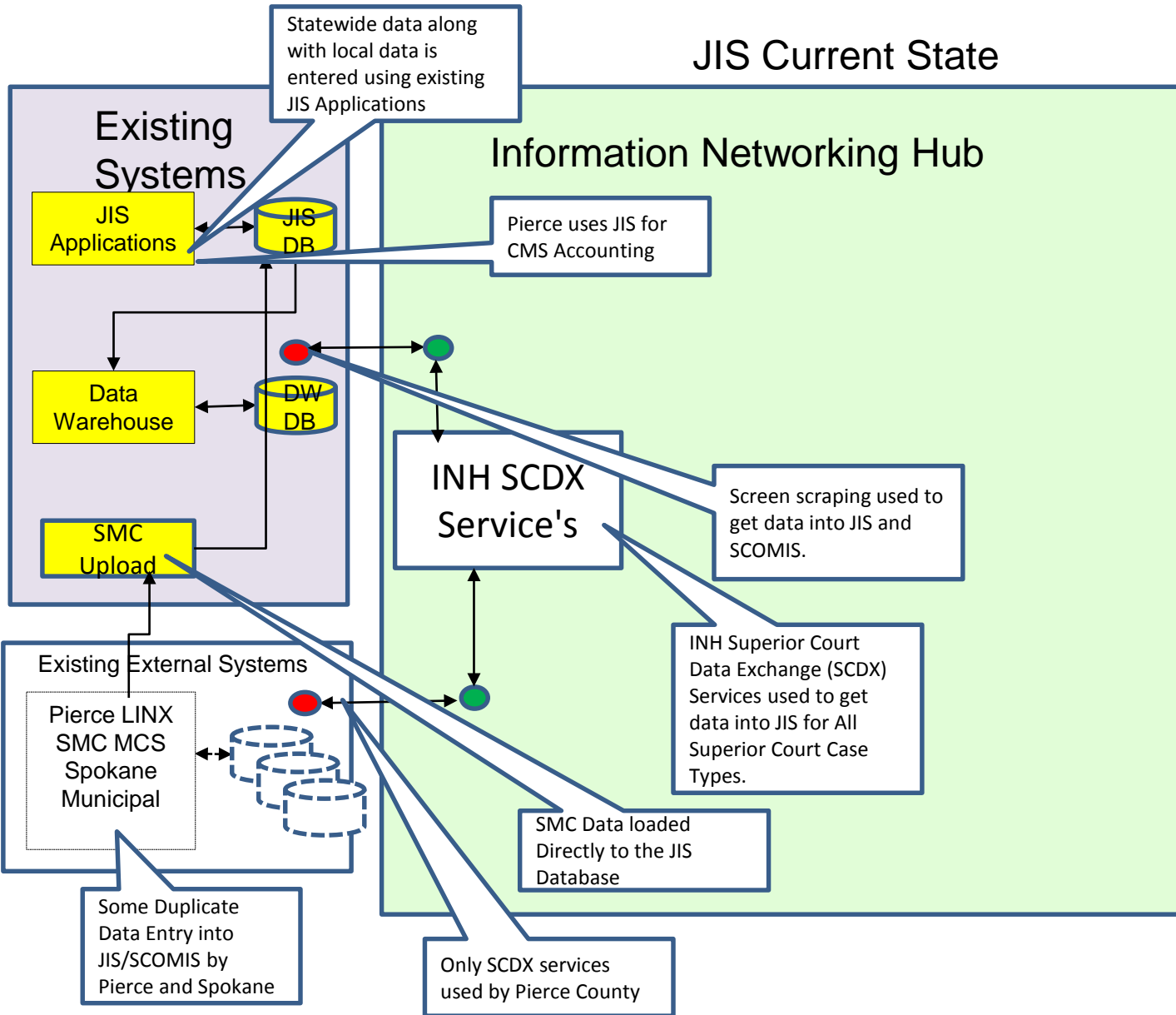
EDR – What it is not

- A replacement for the AOC Data Warehouse. The EDR is designed to complement it.
- A source of Local Data. Data that is outside of the statewide data sharing standard is called “Local Data”.
- The integration needed for an application to use the EDR. This work by courts and AOC is needed for applications to “talk” to and “receive responses” to the EDR using the INH.

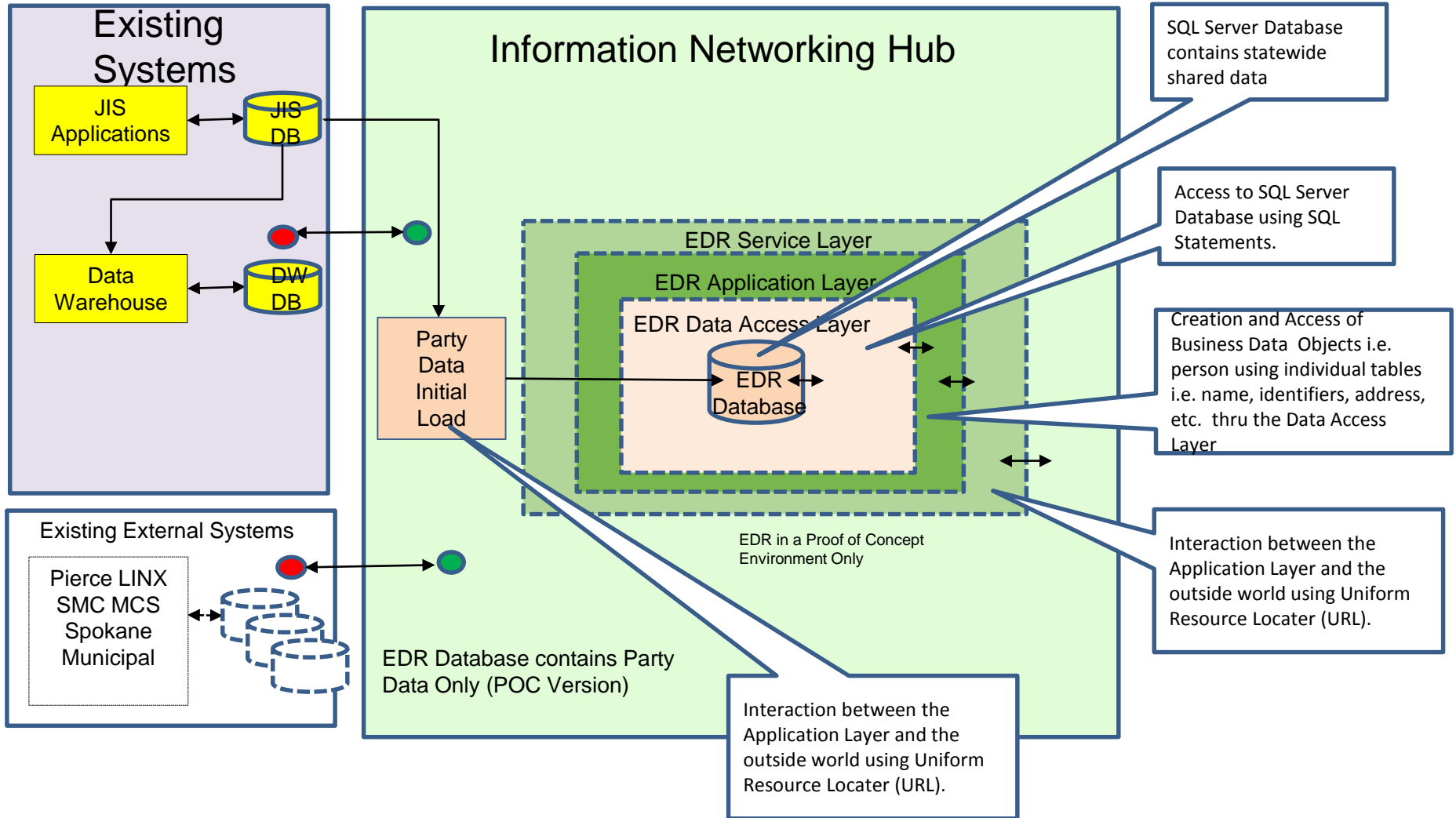
INH EDR Roadmap

- JIS Current State – The JIS database is the statewide repository. Some INH services used by Pierce County.
- Proof of Concept – Feasibility of technical components and support for data standards validated.
- Superior Court CMS Pilot – EDR not used. Party synchronization between JIS and Odyssey. Case Replication from Odyssey to JIS.
- Transition – Development of baseline EDR capabilities and work on planned extended features. Applications start using the EDR.
- Target Environment – Completion of planned extended features. Continued transition of applications to use the EDR.
- Full Modernization – All legacy JIS application modernized thru enhancement or replacement. All applications use the EDR.

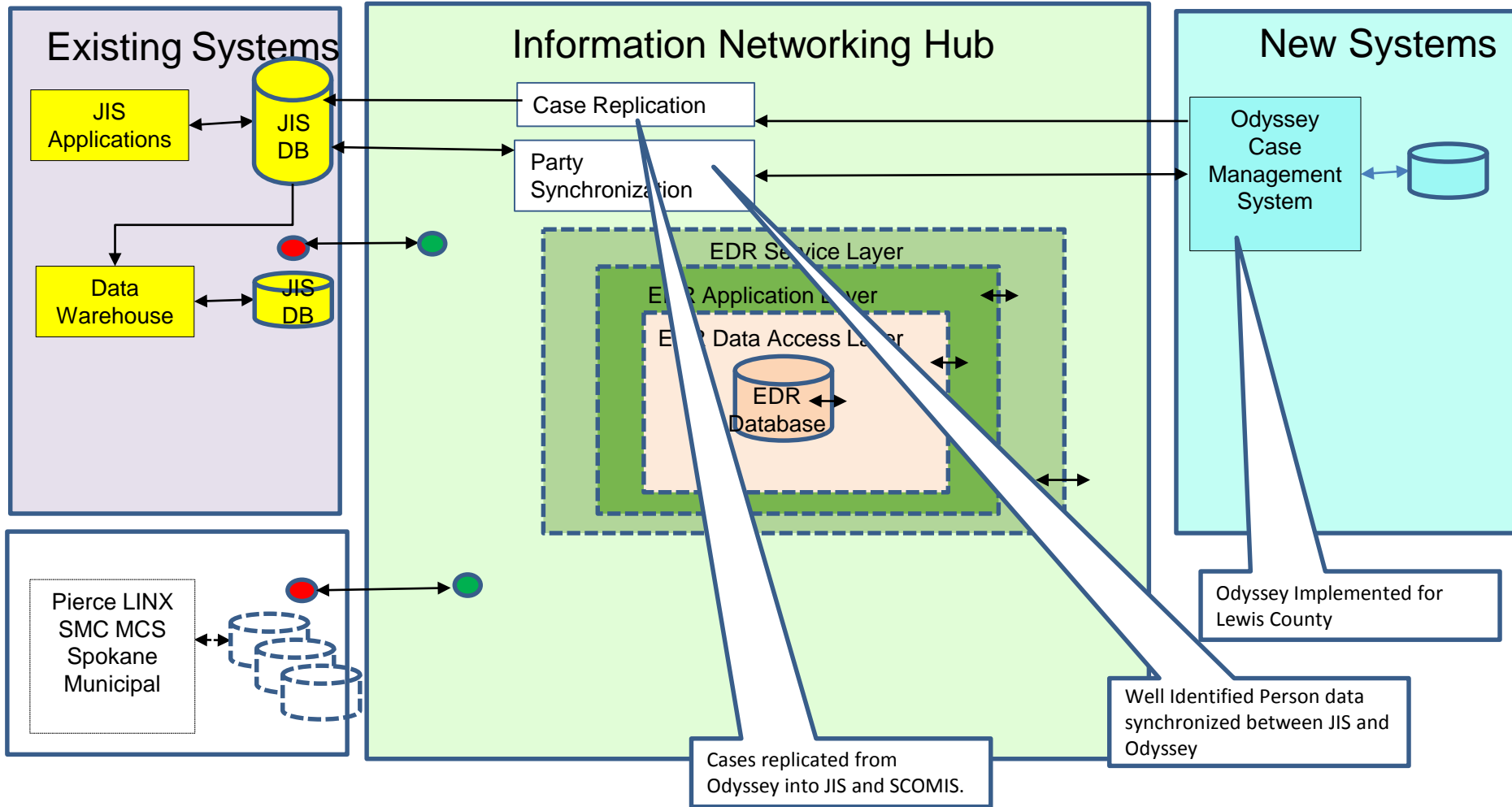
JIS Current State



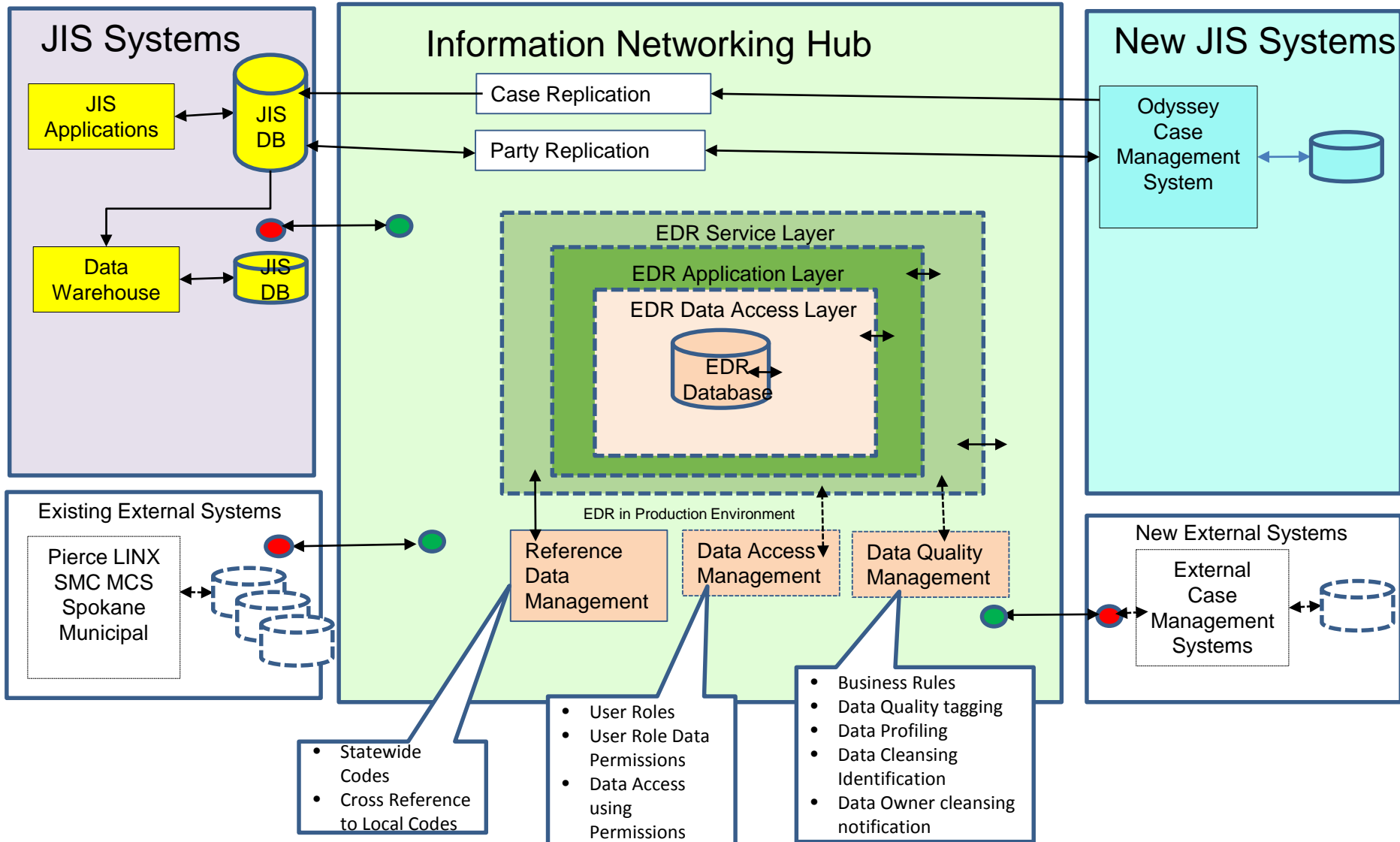
Enterprise Data Repository Proof of Concept (POC)



EDR State for SC-CMS Pilot Environment



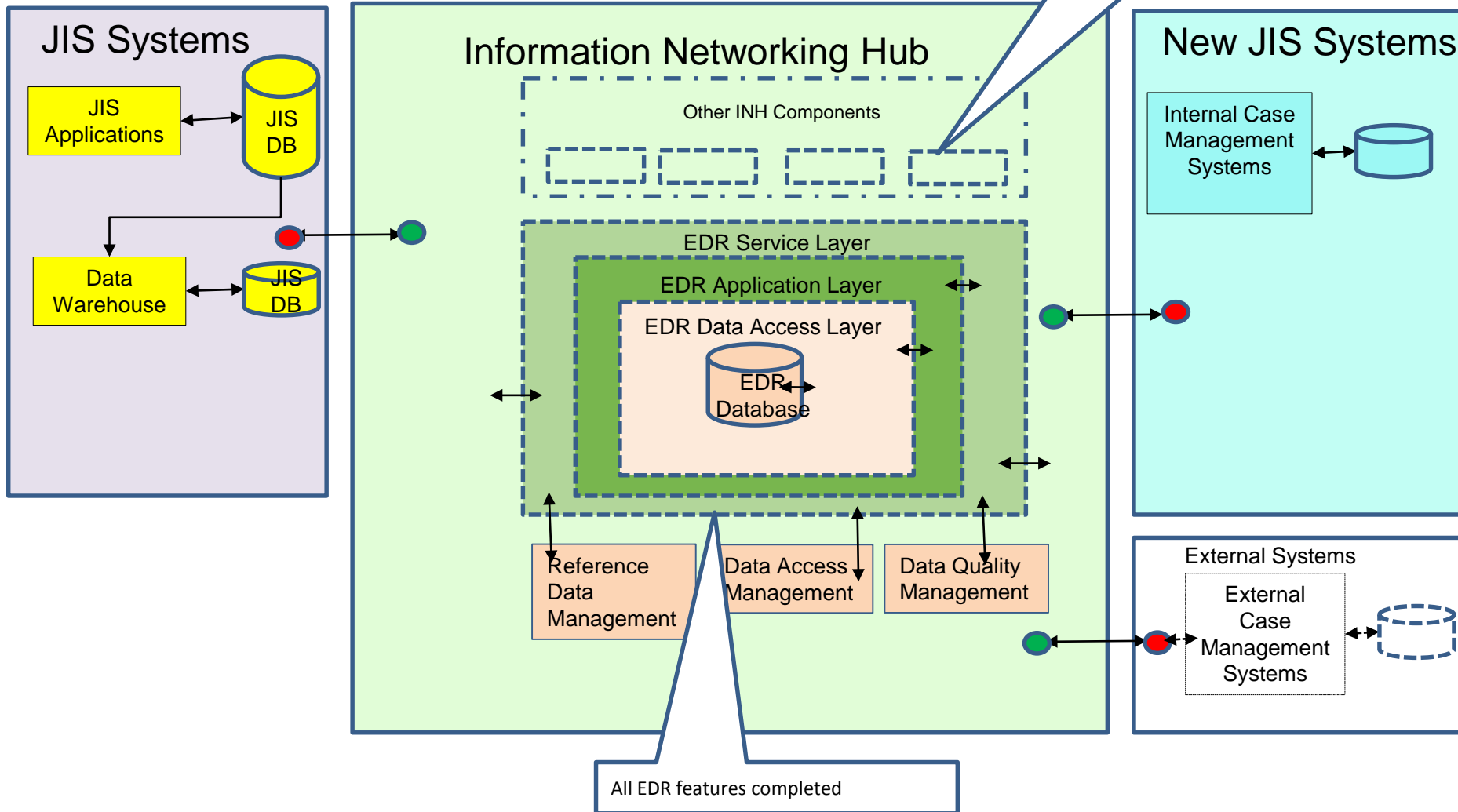
Transition Environment



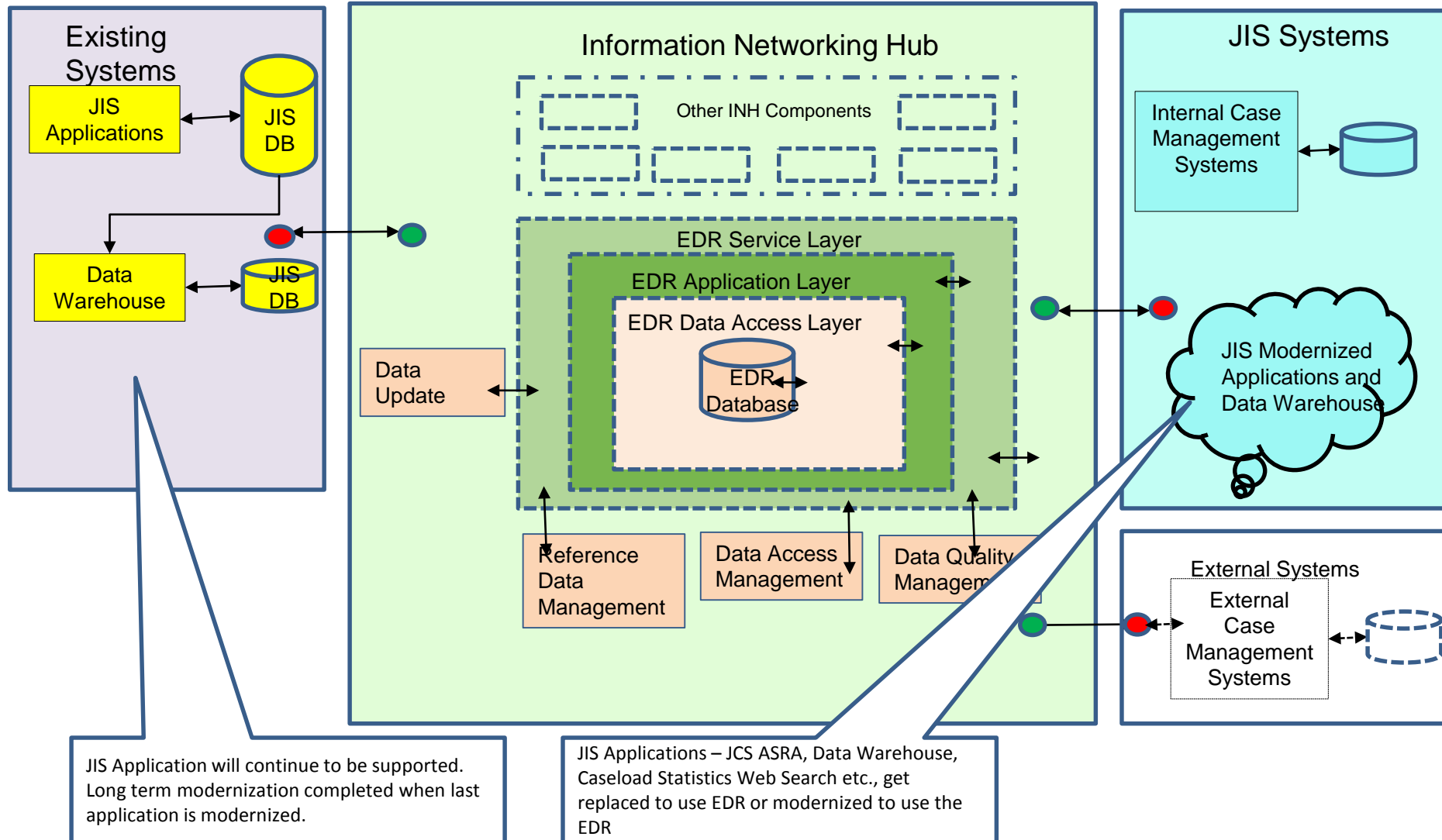
More INH components implemented.

- Publish/Subscribe
- Document Management System Integration

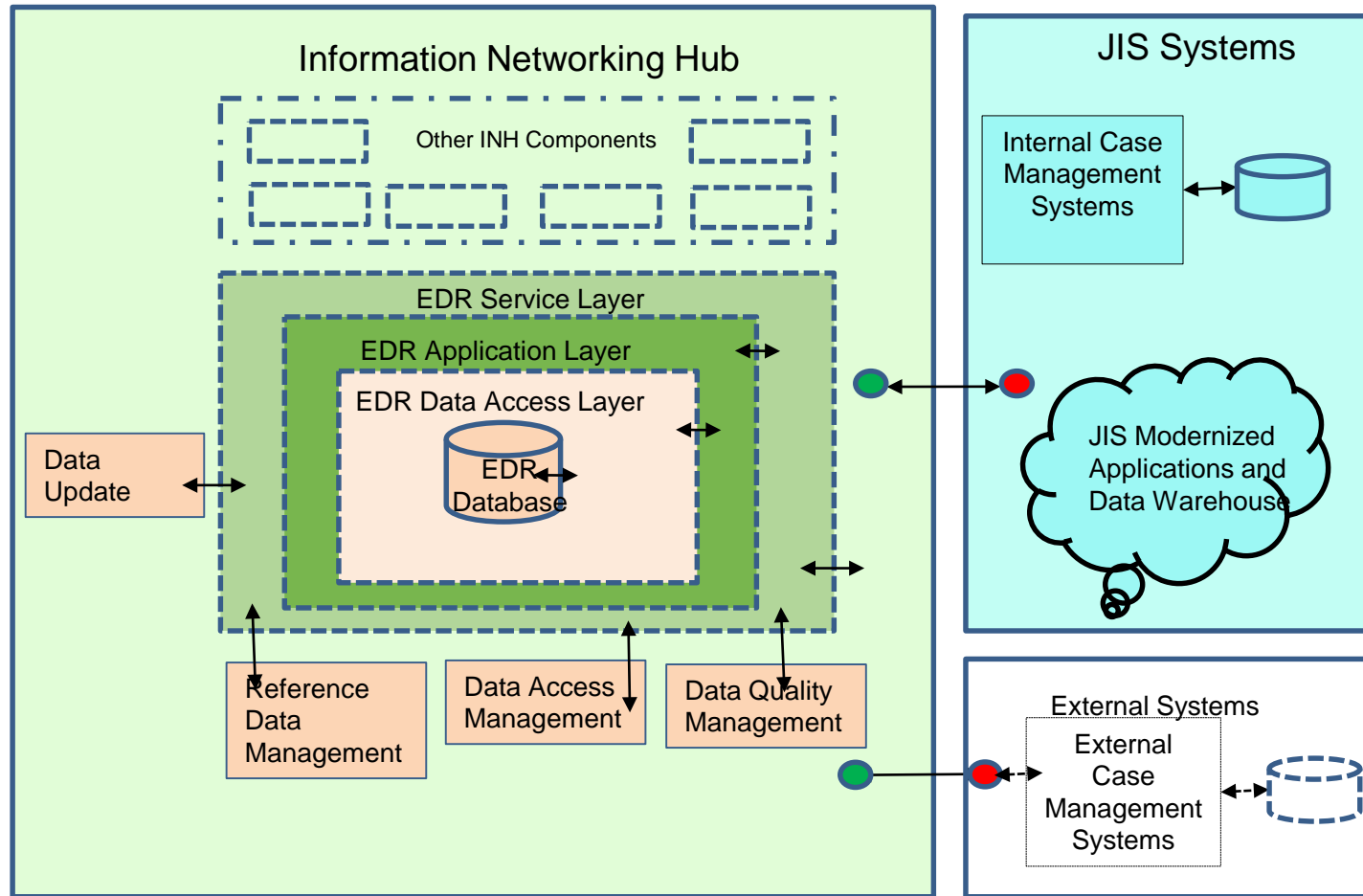
EDR Target Environment



Full Modernization Environment



Full Modernization Environment (old JIS gone)



EDR – Good News

- Overall simplification of work required to share data.
- Faster implementation when compared to the existing Superior Court Data Exchange method.
- Flexible access to statewide shared data.

EDR – Implications

- Accepting data into the EDR with limited up front validation rules increases backend data governance and data quality needs.
- Increased data security responsibilities by the courts.
- Existing JIS applications will require integration to access the new EDR database.
- AOC and Court work is reduced as compared to SCDX services but remains significant for both AOC and courts (see onboarding slide).

Potential Impacts

Application	Decision Support	Reporting	Case	People	Accounting
ACORDS			Impact		
AC-ECMS			Impact		
SCOMIS	Impact	Impact	Impact	Impact	
JRS					
CAPS					
JIS CLJ Case Management	Impact	Impact	Impact	Impact	
JIS Accounting		Impact			Impact
JIS Person	Impact			Impact	
JIS SCOMIS Integration				Impact	
eTicketing		Impact			
JCS	Impact	Impact	Impact		
JABS	Impact		Impact	Impact	
JIS Link	Impact		Impact	Impact	
Assessments.com		Impact			
ASRA	Impact				
VRV					
Public Facing Web Sites	Impact	Impact			
Data Warehouse	Impact	Impact			
Internal Web Sites	Impact				
Judicial Partner Exchanges	Impact				Impact
Judicial Exchanges with Courts	Impact				
Document Indexing					
Assessment.com					
Odyssey	Impact			Impact	
Caseload Statistics	Impact		Impact		
Public Web Searches	Impact		Impact	Impact	

EDR – Onboarding JIS Courts

AOC and Court Required Effort

- Identify what portions of the standards apply to your organization.
- Identify data to be provided to the EDR and what information is needed in return.
- Include data standards as requirements for any system development or acquisition.
- Cross reference court data to the corresponding standard data elements.
- Develop organizational capability to develop, operate and maintain data sharing.

EDR – Onboarding JIS Courts

AOC and Court Required Effort

- Develop test and deploy court data sharing interfaces.
- Enter into a Service Level Agreement (SLA) with AOC for data sharing, data quality, and auditing.
- Develop data quality governance and operational capability for correcting data.
- Monitor data sharing and perform periodic audits to ensure consistency and completeness of shared data.

EDR – Questions

These Letters are
In Support of
JIS Rule 13
For JISC Meeting
FRIDAY ~ 03/06

**SUPERIOR COURT OF THE STATE OF WASHINGTON
FOR BENTON AND FRANKLIN COUNTIES**

7122 W. Okanogan Place, Building A, Kennewick, WA 99336

SUPERIOR COURT JUDGE
BRUCE A. SPANNER

BENTON COUNTY JUSTICE CENTER
FRANKLIN COUNTY COURTHOUSE
TELEPHONE (509) 736-3071
FAX (509) 736-3057

November 25, 2014

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
415 12th Ave SW
PO Box 40929
Olympia, WA 98504-0929

Dear Chief Justice Madsen:

I am writing to express my support for adoption of the proposed amendments to JISC Rule 13. As the representative of the Superior Court Judges Association, I have been active in the Superior Court Case Management System project. Initially, I helped develop business requirements for the procurement. I then reviewed the responses to the requests for proposal and evaluated the software demonstrations. For the last 24 months, I have been a member of the Court Users Work Group. We are charged with the responsibility of working with the vendor to customize and configure the case management application. I believe I have extensive knowledge of case management systems.

The proposed amendments to JISC Rule 13 are critical to future of judicial information. The JIS Data Standards for Alternative Court Record Systems, recently adopted by the JISC, are designed to ensure that the statewide system will continue to have necessary data from courts with independent systems. However, without an enforcement mechanism, there is nothing that gives courts with independent systems the incentive to comply with the data standards. That is why the proposed amendments to JISC Rule 13 are so important.

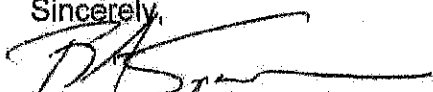
Shared court data is crucial to public safety for all Washington courts and our justice partners to continue to have access to statewide judicial information. Every day our court depends on access to information from other courts. Pierce County Superior Court already has a separate case management system, and King County plans to implement a separate system. Without a requirement for those courts to send critical data to the statewide system, we will lose critical information that judges and staff in other courts need to do their jobs every day.

We have an opportunity to truly modernize case management. It is frustrating to watch as factions seek to undermine progress. The proposed amendments do not affect any court's ability to employ independent systems. Rather, the proposed amendments simply create performance standards for data collection and dissemination. Under the proposed rule, they can have their own systems, so long as the system can record and export data as required by the JIS Data Standards for Alternative Court Record Systems.

I encourage you to adopt the amendments to JISC Rule 13, as proposed.

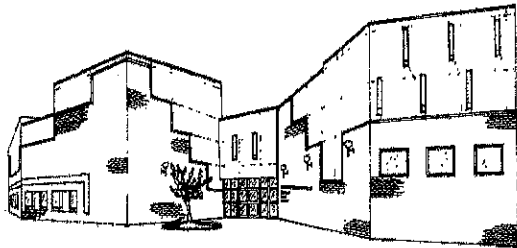
Thank you for your consideration.

Sincerely,



Bruce A. Spanner
Superior Court Judge
Benton and Franklin Counties

Cc: Hon. Charles Johnson
Hon. Susan Owens
Hon. Mary E. Fairhurst
Hon. Debra L. Stephens
Hon. Charles K. Wiggins
Hon. Steven C. González
Hon. Sheryl Gordon McCloud
Hon. Mary I. Yu
Mr. Ronald R. Carpenter, Clerk of the Supreme Court



SKAGIT COUNTY DISTRICT COURT

Larry E. Moller Building

600 South Third Street

P.O. Box 340

Mount Vernon, Washington 98273-0340

(360) 336-9319 Fax (360) 336-9318

November 26, 2014

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
415 12th Ave SW
PO Box 40929
Olympia, WA 98504-0929

Re: JISCR 13

Dear Chief Justice Madsen:

I support passage of the proposed amendments to JISCR 13 and ask you and the rest of the Supreme Court to vote accordingly.

As our aged case management infrastructure has been called upon to function in modern times, its' limitations have become glaringly apparent. In response some of our trial courts from forward thinking jurisdictions with money have chosen to implement modern alternative case management systems. In the main, these systems are unable to communicate with the state maintained system and information from these courts finds its way to the state system in truncated form or not at all. As a result, judges and court staff state-wide lack critical information they need to perform their jobs effectively.

JISCR 13 sets standards for the information that needs to be entered into the Judicial Information System by every court. This requirement is absolutely essential to a state-wide system. Indeed, in many instances state law requires a judge to take certain actions but said judge would be unaware of the need to take action when the information is unavailable because it was never entered into the system.

JISCR 13 also makes receipt of JIS funding dependent upon the recipient court's compliance with data entry requirements. This is certainly consistent with the legislature's stated purpose when allocating monies for the JIS and, further, is consistent with the strictures the legislature enacted relative to the Superior Court case management system.

This is a pivotal juncture for our statewide system. Without data standards that are enforced, no useful unified system can exist. I applaud the pioneering spirit of the handful of innovative courts that have researched and implemented their own case management systems. Unfortunately, these systems are implemented to the prejudice

of the remaining majority of the courts so long as there are no enforceable data standards.

This past year when I was President of the District and Municipal Court Judge's Association, I dedicated my efforts to moving the Courts of Limited Jurisdiction case management system forward. I appreciate to monumental efforts made by AOC and members of the Supreme Court in moving that effort forward nearly five years. I fear that the diaspora of the larger, more financially secure courts from the state maintained case management system threatens implementation of a new system to the detriment of two hundred plus remaining district and municipal courts. Mr. Spock said it best when he noted that "the needs of the many outweigh the needs of the few." I am hopeful that the case management system project now underway will result in a product that meets the needs of all. For the present, however, adoption of amended JISCR 13 will safeguard the ability of the many to effectively and consistently apply the law.

The decision before the Supreme Court requires that it take a firm position on data standards. In weighing this issue I urge you to consider JISCR 1 which calls for a statewide system "to serve the courts of the state of Washington."

Thank you for your consideration.

Sincerely,



David A. Svaren

Cc: Hon. Charles Johnson
Hon. Susan Owens
Hon. Mary E. Fairhurst
Hon. Debra L. Stephens
Hon. Charles K. Wiggins
Hon. Steven C. González
Hon. Sheryl Gordon McCloud
Hon. Mary I. Yu

Superior Court of the State of Washington
for Snohomish County

JUDGES

THOMAS J. WYNNE
ANITA L. FARRIS
LINDA C. KRESE
GEORGE N. BOWDEN
ELLEN J. FAIR
MICHAEL T. DOWNES
ERIC Z. LUCAS
DAVID A. KURTZ
BRUCE I. WEISS
GEORGE F.B. APPEL
JOSEPH P. WILSON
RICHARD T. OKRENT
JANICE E. ELLIS
MARYBETH DINGLEDY
MILLIE M. JUDGE

SNOHOMISH COUNTY COURTHOUSE

M/S #602
3000 Rockefeller Avenue
Everett, WA 98201-4060
(425) 388-3421

PRESIDING JUDGE
MICHAEL T. DOWNES

COURT COMMISSIONERS

LESTER H. STEWART
JACALYN D. BRUDVIK
TRACY G. WAGGONER
SUSAN C. GAER
LEE B. TINNEY

SUPERIOR COURT ADMINISTRATOR
BOB TERWILLIGER

December 1, 2014

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
415 12th Ave SW
PO Box 40929
Olympia, WA 98504-0929

Dear Chief Justice Madsen:

I am writing to express the support of the Snohomish County Superior Court bench for the adoption of proposed amendments to GR 13. Next year, Lewis County will begin the statewide process of migrating from the 1977 vintage SCOMIS system to the more modern Odyssey Superior Court Case Management system. Snohomish County will be the largest county in the state to implement the Odyssey system. The District and Municipal Courts will follow the Superior Courts in implementing their own new CLJ statewide case management system.

Not all trial courts will be implementing the new statewide case management systems. Pierce County has used their local LINKS system for years. King County Superior Court has opted out of Odyssey implementation, in favor of a locally managed electronic court record system, yet to be determined. Spokane Municipal Court notified JISC in Dec. 2011 of their decision to acquire a local electronic court record system. Seattle Municipal Court currently has its own

electronic court record system and enters only limited data into JIS. Other District and Municipal Courts, including King County District Court, are considering acquiring local electronic court record systems.

Whatever the shortcomings of our current 1970's mainframe systems, there has been an obvious advantage in the statewide sharing of data about people and cases. Our decisions as judges are only as good as the information upon which those decisions are based.

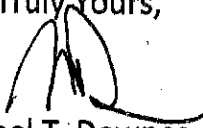
Snohomish County uses the Adult Static Risk Assessment (ASRA) and information contained in JABS to make all release and bail decisions in criminal cases. We review JIS information before approving parenting plans in family law cases. Our judicial officers need to know what other courts outside our county have done with respect to the issuance of DV and other restraining orders on parties appearing before us. Public safety demands that the information in those systems maintained by AOC be both current and accurate.

JISC has adopted data standards at the direction of the legislature and an implementation plan for those standards. The amendments proposed to GR 13 provide for notice and approval from JISC for any locally adopted electronic court record system. The proposed GR 13 amendment also provides for an enforcement mechanism.

Without the amendments proposed to GR 13 there will be no incentive for courts to comply with JISC adopted statewide data standards. Disparate electronic court record systems will not be able to effectively communicate with one another and judicial officers will not have access to the data necessary to make informed decisions on the bench.

The Judges of the Snohomish County Superior Court unanimously urge your approval of the proposed amendments to GR 13.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Michael T. Downes". The signature is stylized with a large, sweeping initial "M" and a long, horizontal flourish extending to the right.

Michael T. Downes
Presiding Judge

Cc:

Hon. Charles Johnson

Hon. Susan Owens

Hon. Mary E. Fairhurst, Chair, Judicial Information System Committee

Hon. Debra L. Stephens

Hon. Charles K. Wiggins

Hon. Steven C. González

Hon. Sheryl Gordon McCloud

Hon. Mary I. Yu



DISTRICT AND MUNICIPAL COURT MANAGEMENT ASSOCIATION

PRESIDENT Suzanne Eisner
Marysville Municipal Court
1015 State Ave
Marysville, WA 98270
(360) 363-8054
Fax (360) 657-2960
seisner@marysvillewa.gov

PRESIDENT-ELECT Linda Baker
Poulsbo Municipal Court
200 NE Moe St
Poulsbo, WA 98370
(360) 779-9848
Fax (360) 779-1584
lbaker@cityofpoulsbo.com

VICE PRESIDENT Paulette Revoir
Lynnwood Municipal Court
19321 44th Ave W
PO Box 5008
Lynnwood, WA 98046
(425) 670-5100
Fax: (425) 774-7039
prevoir@ci.lynnwood.wa.us

SECRETARY Mickey Zitkovich
Burlington Municipal Court
311 Cedar Ste
Burlington, WA 98233
(360) 755-0492
Fax: (360) 755-2391
mickeyz@ci.burlington.wa.us

TREASURER Bonnie Woodrow
Renton Municipal Court
1055 S Grady Way
Renton, WA 98057
(425) 430-6551
Fax (425) 430-6544
kmarfin@co.franklin.wa.us

PAST PRESIDENT Almee Vance
Kirkland Municipal Court
11740 NE 118th St
PO Box 678
Kirkland, WA 98034
(425) 587-3163
FAX (425) 587-3161
avance@kirklandwa.gov

January 21, 2015

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
415 12th Ave SW
PO BOX 40929
Olympia, WA 98504-0929

Received

JAN 21 2015

Justice Mary E. Fairhurst

Dear Chief Justice Madsen:

The executive board of the District and Municipal Court Management Association (DMCMA) urge you to consider the importance of the proposed amendments to the availability of judicial information statewide. We are writing to express our support for passage of the proposed amendments to JISC Rule 13.

We want to ensure that the critical information which all courts in the State of Washington rely on to complete their work is available as courts with the resources move to their own case management system. The proposed amendments to JISC Rule 13 makes sure that those courts adhere to the recently approved JIS Data Standards for Alternative Court Record Systems.

We urge you to pass the proposed amendments to protect the integrity of the information needed in the administration of justice.

Sincerely,


Suzanne Eisner,
President, DMCMA

Cc: Hon. Charles Johnson
Hon. Susan Owens
Hon. Mary E. Fairhurst
Hon. Debra L. Stephens
Hon. Charles K. Wiggins
Hon. Steven C. Gonzalez
Hon. Sheryl Gordon McCloud
Hon. Mary I. Yu



Des Moines & Normandy Park Municipal Court

21630 11th Avenue South, Suite C
Des Moines, Washington 98198-6398

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
415 12th Ave SW
PO Box 40929
Olympia, WA 98504-0929

Dear Chief Justice Madsen:

I am writing to express my support for passage of the proposed amendments to JISC Rule 13. Having served as municipal court judge for the City of Des Moines for almost seven years I cannot underscore enough the importance technology plays in the performance of my duties. All judges, whether serving in large urban districts or small rural communities are reliant upon information provided through technology in order to make decisions that impact the lives of individuals who appear before them, their families and the safety of their community at large. Everyone agrees that we are in the midst of a technological crisis and the need to harness technology to be better informed and more efficient courts is necessary.

The inability to use some of the newer technology to improve court efficiency has caused some courts, to go "off grid" and create their own case management systems whose information is primarily available at the local level. This has caused frustration with other courts, as information necessary to assist a judge in rendering a decision is hampered by the inability to fully access these local systems often times in contiguous jurisdictions.

It is not the intent of these proposed rules to stifle innovation or intrude upon the local practices of differing courts. Instead, these rules provide a baseline of information necessary to be input into the statewide system which will be accessible to all courts. Currently, courts are not required to provide minimum information to the statewide system leading to significant gaps in information for judges who are trying to make informed decisions. Without these rules, there is

no incentive to comply with any data standards, as evinced by jurisdictions who recently implemented their own systems.

There are over two hundred district and municipal courts throughout our state and each has different needs and requirements that are unique to their situation. However, we must recognize that while we may differ philosophically on how to best run our individual courts, we all need access to the same quantity and quality of information in order to perform our duties and provide justice to those we serve. As we move forward in our efforts to harness technology and its uses to help us become more informed and efficient courts, we must always be cognizant that we serve a justice system not a system for just us.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Veronica Alicea-Galvan", is written over a circular stamp or seal that is partially obscured.

Veronica Alicea-Galvan

Presiding Judge Des Moines Municipal Court

Cc: Hon. Charles Johnson
Hon. Susan Owens
Hon. Mary E. Fairhurst, Chair, Judicial Information System Committee
Hon. Debra L. Stephens
Hon. Charles K. Wiggins
Hon. Steven C. González
Hon. Sheryl Gordon McCloud
Hon. Mary I. Yu

Superior Court of the State of Washington
For Whatcom County

311 Grand Avenue, Bellingham, Washington 98225

Chambers of
CHARLES R. SNYDER
Judge



(360) 738-2457
FAX (360) 676-6693
csnyder@co.whatcom.wa.us

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
415 12th Ave SW
PO Box 40929
Olympia, WA 98504-0929

Re: Proposed JISC Rule 13

Dear Chief Justice Madsen:

I am writing to express my support for passage of the proposed amendments to JISC Rule 13. I have been directly involved in the process for obtaining a new, modern case management system for the Superior Courts and, in that process, have recognized the essential need for full data sharing among counties and courts. In the Superior Courts there is a significant difference from county to county in information technology capabilities and willingness by local IT departments to implement changes. All judges, whether serving in counties with robust technology or in counties with little, are dependent upon information provided through technology in order to make decisions that impact the lives of individuals who appear before them, their families and the safety of their community at large. We, as a court system, are in danger of falling ever farther behind in the technology arena even as we struggle with an outdated and fragmented system. An integrated and seamless system is badly needed and long overdue.

The choice of some larger, more technologically capable counties to implement their own systems may be appropriate, but the need to share information and data between those counties and all the others can't and shouldn't be compromised. The essence of the proposed system for the Superior Courts and that planned for the near future for the courts of limited jurisdiction is just this type of data sharing, so that all courts can have information about people and cases in other courts. It is absolutely necessary that each court can know of proceedings and orders in adjacent or nearby jurisdictions as the people subject to court orders are increasingly mobile.

The proposed rule provides a baseline of information necessary to be included into the statewide system which will be accessible to all courts. Currently, courts are not required to provide minimum information to the statewide system leading to significant gaps in information for judges who are trying to make informed decisions. Without this rule, there is no incentive to comply with any data standards, as evinced by jurisdictions who recently implemented their own systems.

Please give serious consideration to the proposed rule. Without the rule, there will be no enforcement mechanism to help counties that will need to rely on the statewide system be sure that they are receiving all of the necessary case information.

Thank you for your consideration.
Sincerely,

Charles R. Snyder
Whatcom County Superior Court, Immediate Past President SCJA

Cc: Hon. Charles Johnson
Hon. Susan Owens
Hon. Mary E. Fairhurst, Chair, Judicial Information System Committee
Hon. Debra L. Stephens
Hon. Charles K. Wiggins
Hon. Steven C. González
Hon. Sheryl Gordon McCloud
Hon. Mary I. Yu



CITY OF
ISSAQUAH
WASHINGTON

Issaquah Municipal Court
135 E. Sunset Way | P.O. Box 7005
Issaquah, WA 98027
PH: 425-837-3170
FAX: 425-837-3178
issaquahwa.gov

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
415 12th Ave SW
PO Box 40929
Olympia, WA 98504-0929

Dear Chief Justice Madsen:

We are writing to express our support for passage of the proposed amendments to JISC Rule 13. The members of the Steering Committee for the Courts of Limited Jurisdiction Case Management System urge you to consider the importance of the proposed amendments to the availability of judicial information statewide.

It is crucial to public safety for all Washington courts and our justice partners to continue to have access to statewide judicial information. Every day our court depends on access to information from other courts. A number of larger courts with greater resources have purchased, or are planning to purchase, their own case management systems. As those courts move to their own systems, we lose critical information that judges and court staff need to do their jobs every day.

The JIS Data Standards for Alternative Court Record Systems, recently passed by the JISC, are designed to ensure that the statewide system will continue to have minimum necessary data from courts with independent systems. However, without an enforcement mechanism, there is nothing that gives courts with independent systems the incentive to comply with the data standards. That is why the proposed amendments to JISC Rule 13 are so important. Again, I urge you to pass the proposed amendments to protect the integrity of the information we depend on for the administration of justice.

Thank you for your consideration.

Sincerely,

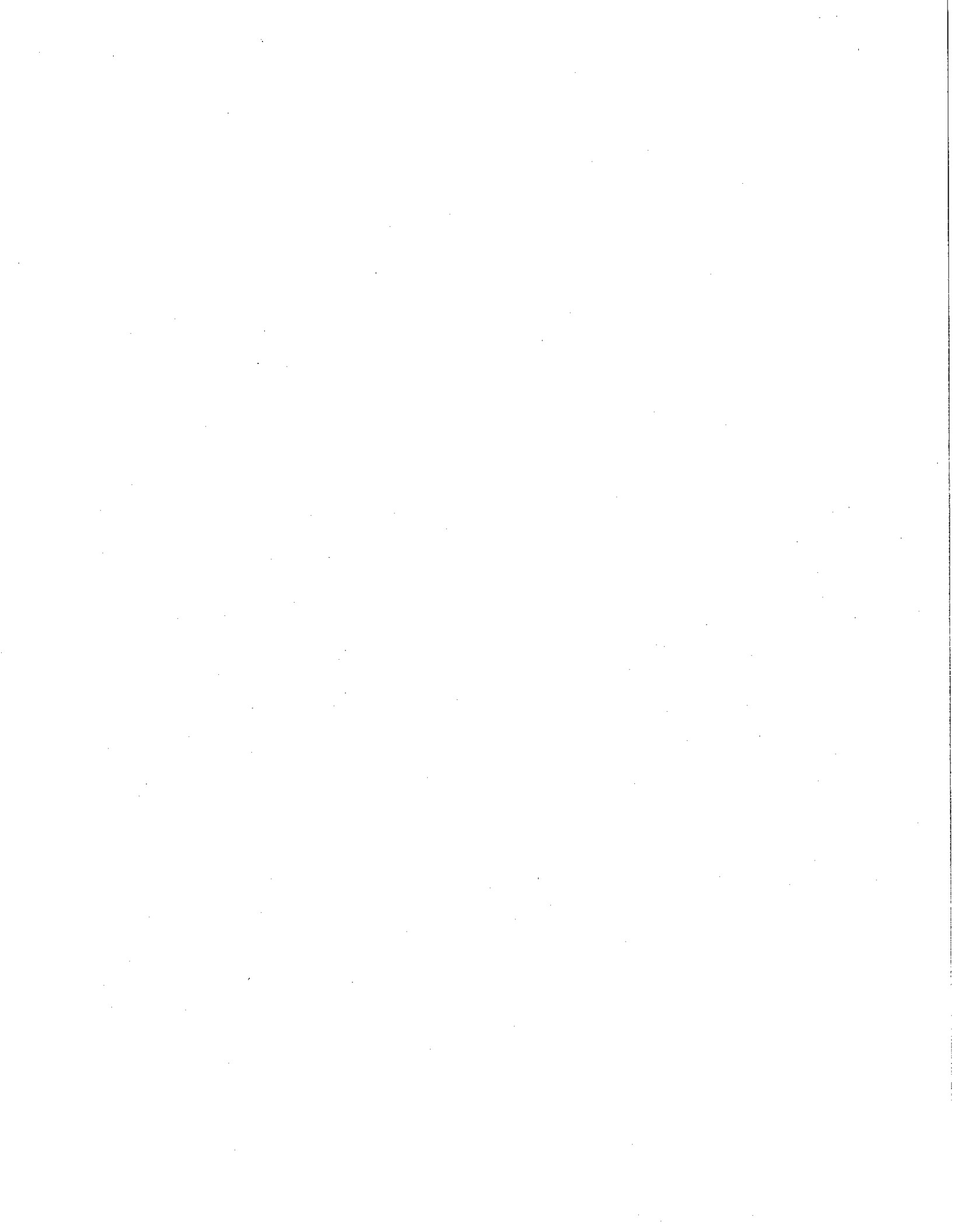
Lynne Campeau, Chair
Courts of Limited Jurisdiction Case Management System Project Steering Committee
Administrator, Issaquah Municipal Court

On behalf of:

Judge Glenn Phillips, Kent Municipal Court
Judge Kimberly Walden, Tukwila Municipal Court
Cynthia Marr, Administrator, Pierce County District Court
Aimee Vance, Administrator, Kirkland Municipal Court
Larry Barker, Director, Klickitat County Adult Probation Services
Melanie Vanek, Issaquah Municipal Court Probation Services

Cc: Hon. Charles Johnson
Hon. Susan Owens
Hon. Mary E. Fairhurst
Hon. Debra L. Stephens
Hon. Charles K. Wiggins
Hon. Steven C. González
Hon. Sheryl Gordon McCloud
Hon. Mary I. Yu

**These Letters are
In Opposition of
JIS Rule 13
For JISC Meeting
FRIDAY ~ 03/06**



December 1, 2014

Chief Justice Barbara Madsen
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504-0929

RE: Proposed JISC Rule 13

Dear Chief Justice Madsen:

We are writing collectively to seek a delay in consideration of the proposed amendment to JISC Rule 13. When the Legislature passed the 2014 proviso requiring the adoption of uniform data standards (which we support in concept), the intent was not to eliminate electronic data exchange capability. We question whether it was the Legislature's intent to decouple the data standards from data exchange capability. Without electronic data exchange capability, the data standards are an illusion for our courts, which collectively account for more than 41% of the State's data and generate more than 50% of JISC's funding. Operating a statewide data system lacking 41% of court data, presents a potential public safety challenge that we are sure we all want to avoid. Further, the Legislature's proviso does not reference courts of limited jurisdiction.

In acknowledging Pierce County's ability to choose not to participate in the new system, Justice Fairhurst points out in the December 14, 2011 letter to Judge Bryan Chushcoff: "That is the reason why the Data Exchange effort is so critically important and continues to be the JISC's highest priority initiatives. Regardless of what system a court uses, all courts need to be able to exchange their data." The answer is not rules without establishing the electronic data exchange. An appropriate comment period, to ensure all sides are heard before adopting this rule, is critical at this juncture.

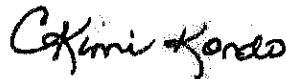
Sincerely,



Susan J. Craighead
Presiding Judge, King County Superior Court



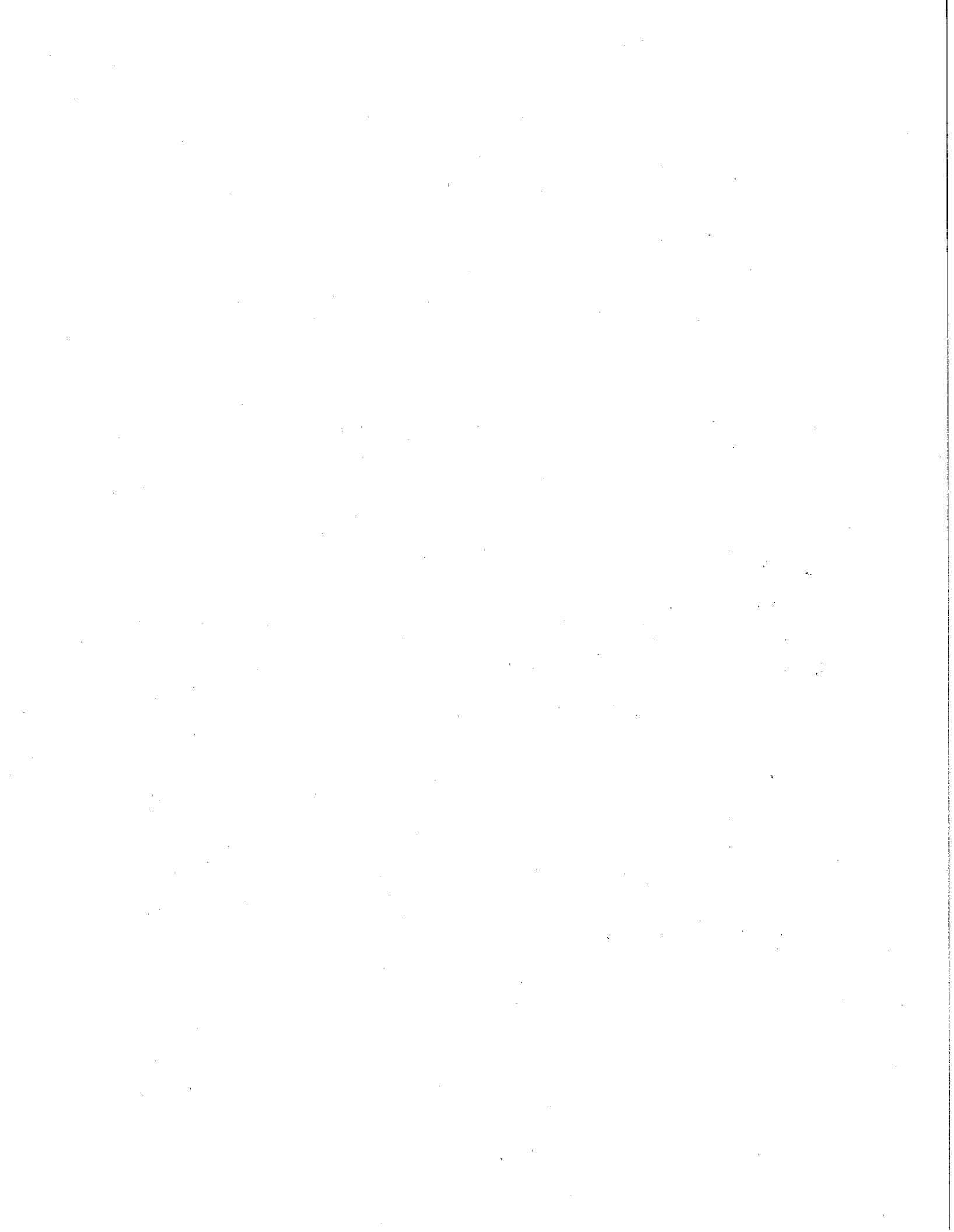
Corinna Harn
Presiding Judge, King County District Court



Kim Kondo
Presiding Judge, Seattle Municipal Court



Mary C. Logan
Presiding Judge, Spokane Municipal Court





WASHINGTON STATE
ASSOCIATION OF
COUNTY CLERKS

Ruth Gordon, President
Jefferson County Clerk
P.O. Box 1220
1820 Jefferson Street Room 210
Port Townsend, WA 98368
360-385-9128

December 2, 2014

Hon. Chief Justice Barbara Madsen
Washington State Supreme Court
P.O. Box 40929
Olympia, WA 98504-0929

In RE: Proposed JISCR 13

Dear Chief Justice Madsen,

I am writing in my capacity as the President of the Washington Association of County Clerks to ask that you and your colleagues elect to publish the proposed revision of JISCR 13 for comment when it comes before the Court in its En Banc session tomorrow.

As a county official and as a court manager I have several significant concerns with particular changes in this rule. I understand that it has come before the JISC and has been passed by a majority vote. While I respect that process, I remain uneasy regarding the 12 months' notice provision in the proposed rule. I cannot imagine a county technology procurement or development process that would accommodate that kind of lead time.

Judges, Prosecutors and Clerks owe duties to their constituents that include seeking functional efficiencies and incremental improvements in process at the local level. The changes to JISCR 13 still seem to me to be punitive to local entities which are seeking solutions that it is their responsibility to seek. The 12 months' notice is not a requirement of the budget proviso, and I respectfully request that if no comment period is allowed, that the Court strike that requirement and refer instead to a notice period to be set in policy rather than in the rule.

As officers of the court we also have a duty to support improvements at the statewide level. My opinion is that we are working within a context of shifting agreements and understandings as to various elements of the SC-CMS. A comment period for JISCR 13 would be a welcome opportunity to nail down some essential facts. I am not laying blame, but the reality is that there are many interpretations being repeated in the community and one no longer knows which former assumptions still hold and what agreements are no longer in force. I would welcome more clarity.

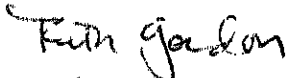
At present I do not know whether those courts that intend to "use the statewide vendor solution as chosen by the Judicial Information Systems Committee" (JISC Policy 10.2.1) include the Superior Courts that will retain their current document management systems or not. I can find comments on both sides of the question in the minutes of the SC-CMS Steering Committee and

the JISC. Therefore I can't tell whether JISCR 13 as proposed applies to only those courts that will be using an entirely separate case management system or whether it applies as well to courts that will implement Tyler Odyssey as their case management system, but already have a robust local document management system that meets all the legal retention standards and allows litigants to file electronically without a service fee. If these courts will be cut off from future JIS account funding as well it would be fair play to know prior to the adoption of this rule, rather than after the fact.

I recognize that the local courts, the state level courts and the Administrative Office of the Courts have been traveling down a complicated path in regard to technology for many years and that we do not have a clean slate to work with here. It may be that a comment period in the end will just be a delay. But it may also be perceived as a gesture of good will. We all share the same mandate to provide justice to the citizens of our State, and I remain hopeful that we can continue to work together for the common good.

I respectfully request a comment period on proposed JISCR 13 in the interest of creating a fuller dialog and better understanding of the implications of the rule change.

Sincerely,



Ruth Gordon
WSACC President
Jefferson County Clerk

cc: Justices of the Supreme Court
WSACC Members

January 20, 2015

The Honorable Barbara Madsen
Chief Justice
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504

Dear Justice Madsen:

I have had a strong interest in court technology for many years and have followed the innovations made by Superior Court. When I served in the State House of Representatives nearly 20 years ago, I was instrumental in getting some of the first computers for the court and I was on the original committee for JIN. The innovations made by the Court have allowed us to serve the public better, and have allowed the Court to absorb budget cuts because the use of technology has created efficiencies.

The King County Council decided to allocate capital funds during the last budget cycle, in a tight budget year, to enable the Court to replace SCOMIS along with its electronic court record system, which is on its last legs. The Council did so because it was clear that King County would be constrained in what services they could offer in the near future as well as more long term. The statewide case management system being built by Tyler would have effectively ended the Court's ability to innovate in real time as well as to better serve our constituents (e.g. bringing video hearings and e-orders to the ITA Court would not have been possible were the Court using Tyler, or at least not anytime soon).

We believed that replacing SCOMIS soon would save FTEs because it would be so much more efficient than a 34-year-old mainframe system. **Moreover, it is most cost effective to build the new electronic record system on the SCOMIS replacement system than to build it on SCOMIS and then redo it when a new system is in place in several years.** Because District Court will also be developing a new system, as well as the jail and public defense, we now have the opportunity to create an internal King County hub - leading to even greater efficiency by only entering data into the system once rather than into several separate systems.

I'm aware that the proposed rule, JISCR 13, and data standards adopted by JISC would require Superior Court to **hire a lot of data entry people to enter data in SCOMIS** while at the same time operating the new system that is being built. This is completely unacceptable - as we cannot justify hiring data entry people at the same time public health nurses are being laid off. In our highly technological area in 2015 there should be an electronic mechanism to send King County data to the AOC. The Council cannot afford to allocate money for double data entry.

Due to King County's population, it does have a large budget but there is also a greater volume of needs here. Each year our General Fund budget is more constrained and that drives us to pursue efficiencies relentlessly. King County wants to share its data with other county courts and local courts of limited

Jurisdiction. However, the County cannot afford to turn back the clock on the efficiency gains we have made due to our innovative use of technology.

Please do not support the passage of JISCR 13 and instead focus on developing electronic data exchange between courts that are outside the statewide system and those that are inside it.

Sincerely,

Kathy Lambert
King County Councilmember
District 3



**Superior Court of the State of Washington
for the County of King**

Susan J. Craighead
Presiding Judge

King County Courthouse
518 Third Avenue, C-203
Seattle, Washington 98104-2381

January 21, 2015

Chief Justice Barbara Madsen
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504-0929

Re: Proposed Changes to JISCR 13

Dear Justice Madsen:

Thank you for the opportunity to comment on the proposed changes to JISCR 13.

King County Superior Court and Clerk are very supportive of the continuation of a statewide repository of court case information, and data standards that are underlying the repository. However, this rule change, which is purported to protect that repository, is premature, not well developed and will defeat the underlying intent of the proposed rule.

Instead we ask that time, attention and resources are spent establishing electronic data exchange technology between non JIS courts and the statewide repository. Once that technology is in place, rule updates should be considered. Adoption of this rule as-is, absent electronic data exchange, would require duplicate data entry for all the courts not using JIS systems. The cost to the tax payers to support this notion is truly overwhelming. In King County Superior Court alone, the cost could be as much as \$1.8 million per year. No elected official, given the current economy, would support this notion.

The wording of these proposed edits is very problematic. For example, in paragraph 2, the language is unclear and contradictory. A court leaving the JIS does not have an alternative electronic court record system to approve twelve months prior to the purchase or acquisition of software or services. No court will have a vendor willing to hold open a bid for 12-18 months awaiting approval by the JIS committee before installing their product in a court. If the intent is for the JIS committee to give guidance and input on the to-be purchased system, then the wording does not support this and would need to be changed. If the underlying intent is to allow JIS to veto the decision of the court or clerk to use an alternative system, we would strongly disagree that the JIS has authority to do so.

This rule should not be passed. Instead we ask you to direct your attention to the real issue at hand: the JIS development of the technology that would allow data exchange to facilitate the

Chief Justice Barbara Madsen
January 21, 2015
Page 2

continuing existence of a statewide case history repository. We fully understand that AOC is working on data exchange now, but only that exchange necessary to facilitate the new SC-CMS integration to the existing JIS database. This letter addresses the fact that JIS is NOT WORKING on the data exchange necessary to support incoming data from non-JIS courts, which is more than 40% of the caseload data statewide. It is not being worked on even though Justice Fairhurst said in a December 2011 letter to Pierce County Judge Bryn Chushcoff, "..... That is the reason why the Data Exchange effort is so critically important and continues to be the JISC's highest priority initiative. Regardless of what systems a court uses, all courts need to be able to exchange their data." We agree with this sentiment and ask that this statement by the Justice be supported with the action steps necessary to accomplish it.

Despite all the issues with the rule that we have described, I want to reiterate how strongly we feel about sharing data with the rest of the state and maintaining the incredible asset this state has in the JIS statewide court database. Our main issue is with the unacceptable notion of duplicate data entry. Another way to address our concern would be to add a new section to the proposed rule with language such as:

(d) This rule is to become effective only when JIS has implemented technology that successfully allows for data from non-JIS courts to be electronically exchanged with JIS systems.

Thank you for considering our comments. I urge you to recognize the problems that this proposed rule change will create for the courts representing over 40% of the statewide caseload.

Sincerely,


Susan J. Craighead
Presiding Judge

cc: Fred Jarrett, Deputy County Executive
Paul L. Sherfey, Chief Administrative Officer
Barbara Miner, King County Clerk

Tracy, Mary

From: OFFICE RECEPTIONIST, CLERK
Sent: Thursday, January 22, 2015 4:46 PM
To: Tracy, Mary
Subject: FW: Comment on JISCR 13

Another rule comment ☺

Kris Triboulet
Receptionist/Secretary
Washington State Supreme Court
Kristine.triboulet@courts.wa.gov
360-357-2077

From: Kim Morrison [mailto:kim.morrison@co.chelan.wa.us]
Sent: Thursday, January 22, 2015 4:43 PM
To: OFFICE RECEPTIONIST, CLERK
Cc: Hinchcliffe, Shannon
Subject: Comment on JISCR 13

Dear Justice Charles Johnson,

Thank you for the opportunity to comment on the proposed change to JISC Rule 13.

If the Administrative Office of the Court intends to support the provision of statewide access to trial court case-related data, the currently suggested revisions to JISC Rule 13 do not go far enough to address the need for data exchange. Instead of grappling with the reality that approximately 42% of state court data will be, in the foreseeable future, entered into alternative electronic court record systems, and instead of dealing with how to get that data transferred into a functioning data hub, it is concerned solely with a threat to cut off JIS Account funds to courts with alternative systems.

This is not a constructive approach to our shared problem. All courts would benefit by access to a data hub from which we can access all court data statewide. The decision to deny any access to JIS Account funding to a subsection of courts seems shortsighted. So is the suggestion that the JISC has any authority to tell local governments what contracts they can enter into and when they can do it.

I hope the committee will reject these proposed changes and let Rule 13 remain in its current form, at least until the JISC has adopted a work plan to create an efficient and flexible means for our data to come together through automated data exchange.

I appreciate the opportunity to comment on this rule.

Kim Morrison
Chelan County Clerk
P.O. Box 3025
Wenatchee WA 98807-3025

509-667-6470

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WASHINGTON STATE
ASSOCIATION OF
COUNTY CLERKS

Ruth Gordon, President
Jefferson County Clerk
P.O. Box 1220
1820 Jefferson Street Room 210
Port Townsend, WA 98368
360-385-9128

January 22, 2015

Barbara Madsen, Chief Justice
Washington Supreme Court
P.O. Box 40929
415 12th Avenue SW
Olympia, WA 98504-0929

RE: JISCR 13

Dear Chief Justice Madsen:

Thank you for the review and comment period on JISCR 13.

On behalf of the Washington State Association of County Clerks I write to express our request that the proposed changes to JISCR 13 not be adopted. We share the belief that shared court data is crucial to public safety, not to mention fully-informed decisions – but we don't think this rule will help get us there.

Subsection (c) is concerned solely with a threat to cut off JIS Account funds to courts with alternative systems unless they comply with data standards set in JISC policy. These data standards have recently been greatly expanded with no provision to automate data sharing between the non-JIS courts and a statewide data hub. In essence these courts, situated in jurisdictions that provide the lion's share of revenue to the JIS Account, are being told by the proposed JISCR 13 that they will do manual dual data entry into the case management systems provided by AOC or they will be cut off from all the benefits of the revenue they provide to the AOC.

Please step back and consider this from a local government perspective. Why would the independently elected local officials in the most populous and relatively prosperous areas of the state not now begin to lobby their legislators to change the rules of how JIS Account funds are collected, remitted and appropriated? Students of history know that when people have nothing left to lose they become unconstrained in their search for a different paradigm. The punitive tone and content of proposed JISCR 13 seems at a minimum to have been drafted for a political context that is perhaps different from the context in which your decision will be made.

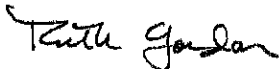
In addition to bringing forward this significant cautionary consideration, the County Clerks take issue with the 12 months' notice requirement in subsection (b). Why is 12 months needed when at the end of 12 months the alternative court is still going to have to do manual double data entry?

We respectfully request that you bear in mind that the local judicial, executive and legislative branches are charged with providing the best possible solutions they can devise to meet the needs of their constituents. A 12 month moratorium on pursuing a contract with a successful IT vendor is very unlikely to be workable. Thus the new longer lead time would have the effect of preventing any local technology solutions in jurisdictions that choose to comply with JISCR 13, and of inviting other jurisdictions to ignore JISCR 13 entirely in favor of fulfilling their duty to the citizens they serve. Retaining the current form of JISCR 13 avoids these unwelcome results.

If JISCR 13 is due for revision, we hope that it will be revised to address the long-deferred dream of efficient, robust, and inclusive data exchange at a price Washington State can afford. We acknowledge that this will require a paradigm shift, but paradigms are shifting all around us. The best standard of practice for data exchange is more robust and flexible than it once was and no longer requires individually coded exchanges for each specific exchange. Maybe we can all come together and "get there from here."

Please reject the changes to JISCR 13 as currently proposed, and let's keep working to come together in common purpose to create a mechanism that meets state and local needs and by which all courts and justice partners can have access to statewide judicial information.

With respect, and with appreciation for the opportunity to comment on this rule,



Ruth Gordon

President, Washington State Association of County Clerks

cc: The Justices of the Washington State Supreme Court
WSACC Members

Payne, Pamela

From: Payne, Pamela
Sent: Friday, January 23, 2015 10:20 AM
To: Diseth, Veronica; Dietz, Callie; Marler, Dirk; Radwan, Ramsey; McAleenan, Mellani; Hinchcliffe, Shannon
Cc: Cullinane, Vicky; Stoffle, Heather; Creighton, Jennifer; Keeling, Michael; Fairhurst, Justice Mary; Phillips, Cindy
Subject: FW: Jefferson County Clerk Comment re: JISCR 13 - opposed

All, this message was received from Mary today - see below. I am sharing with whom I believe should be aware. If I have missed anyone, please let me know.

Thank you,

Pam

From: Fairhurst, Justice Mary
Sent: Thursday, January 22, 2015 5:32 PM
To: Phillips, Cindy
Subject: Fwd: Jefferson County Clerk Comment re: JISCR 13 - opposed

Send to Pam please

Sent from my iPhone

Begin forwarded message:

From: Ruth Gordon <RGordon@co.jefferson.wa.us>
Date: January 22, 2015 at 4:47:41 PM PST
To: "supreme@courts.wa.gov" <supreme@courts.wa.gov>, "Johnson, Justice Charles W." <Charles.Johnson@courts.wa.gov>, "Fairhurst, Justice Mary" <Mary.Fairhurst@courts.wa.gov>
Cc: "shannon.hinchcliffe@courts.wa.gov" <shannon.hinchcliffe@courts.wa.gov>, "Jennings, Cindy" <Cindy.Jennings@courts.wa.gov>
Subject: Jefferson County Clerk Comment re: JISCR 13 - opposed

To the Hon. Justice Charles Johnson, Chair of the Rules Committee

Dear Justice Johnson and Rules Committee Members,

Thank you for the opportunity to address the proposed changes to JISCR 13.

After considering the various proposed changes to JISCR 13 for quite some time, I write in my own capacity as the Jefferson County Clerk and a former Trustee of on the governing board of the Washington Association of County Officials to comment on a particular element of the proposed language of this rule change that truly gives me pause. I'm referring to the presumption that the JISC, which is a stakeholder group within a bureaucracy (sorry, AOC...) serving the state judicial branch, has any authority over the various governing boards of local governments – county and city elected officials – to enter into contracts with vendors to meet their locally identified and prioritized business needs.

The current JISCR 13 language does not raise this question in my mind. It says counties and cities shall give 90 days notice of new court record systems for the purpose of JISC review and approval. And certainly local governments are going to know 90 days before implementation what their new system is going to be, and of course they should work together with AOC because shared data is important to us all. So that doesn't sound harsh or unreasonable and no one is likely to get upset and object to that. Also, since we don't have automated data exchange after all these years, 90 days' notice doesn't seem to pose a problem.

The new proposed language changes the 90 days' notice to 12 months. As stated in the WSACC comment, 12 months is more lead time than agencies have from the date of executing a technology contract to the start of working to implement it. Is the JISC stating or implying that it has the authority to prevent local executive and legislative branches, which are charged with providing the best possible solutions they can devise to meet the needs of their constituents, from executing contracts to meet their locally identified needs? For that matter, since we do not work under a unified state court system, is it stating it has that authority over locally elected judicial officers? I do hope not.

And anyway, nine more months will not get us to automated data exchange, so what is the intended function of the 12 months? It's perplexing. And as I said, it gives me pause.

I don't believe elected officials need to concede our separate authority under the current structure of our state and local governments to work together in a spirit of true collaboration and good will for the best outcome for accurate, timely and accessible court information. We all will benefit by cooperating in a spirit of unity – loosely coupled unity, perhaps, but still, with good intention and common purpose, respecting each other's roles and mandates. A climate of mutual respect is key to making that possible.

I don't think the words in the proposed rule will change the choices local officials may make. But I do think these proposed changes injure the mutual respect that is necessary to foster willing collaboration for a common goal.

So, please let JISCR 13 remain in its current form.

Thank you for the opportunity to comment. And thanks to the JISC for all the hours you spend in meetings trying to solve these truly difficult problems. I just don't think this rule change is going to help with that.

My sincere respects to the honorable members of the committee. Thank you for your consideration.

/s/Ruth Gordon
Jefferson County Clerk



SPOKANE MUNICIPAL COURT
PUBLIC SAFETY BUILDING
1100 W. MALLON
SPOKANE, WASHINGTON 99260
(509) 622-5867

MICHELLE SZAMBELAN
PRESIDING JUDGE

January 22, 2015

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504-0929

Sent via email to supreme@courts.wa.gov

Re: JISC Rule 13 – Electronic Court Records Systems

Dear Chief Justice Madsen:

On behalf of the Spokane Municipal Court, I am writing to express opposition to the passage of Judicial Information System Committee Rule 13 Concerning Local Court Systems (JISCR 13). Until further analysis has been completed outlining the impacts of this rule to our justice system, I am requesting the Supreme Court not pass this rule at this time. Spokane Municipal Court, Seattle Municipal Court, King County District, and King County Superior Court have each previously expressed our concerns related to JISCR 13. Although it is not my intent to reiterate our collective concerns here, I would like to express the following additional issues Spokane Municipal Court with the proposed JISCR 13.

Regarding JISCR 13 Section (a), we appreciate that this rule provides a clear definition for electronic court records and we do not have objections to this provision.

Regarding JISCR 13 Section (b), we propose the following change: *"All electronic court record systems must receive the approval of the Judicial Information System Committee. Notice of the proposed development must be provided to the Judicial Information System Committee and the Administrative Office of the Courts in advance of the commencement of such projects, for the purpose of understanding the court's intent in moving to a non-JIS system and to ensure that a court's solution will provide necessary information to JIS and Washington Courts."*

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
January 22, 2015
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The Spokane Municipal Court believes that the AOC's role should be limited to the review of the court's requirements to ensure that the JIS Data Standards will be met and to understand where there may be gaps in the provision of data so that solutions can be pursued.

Regarding JISCR 13 Section (c), we believe this section should be modified and rewritten. The requirements of this section as currently written is not reasonably achievable by courts of limited jurisdiction. The AOC itself has indicated that it is not currently capable of meeting the JIS Data Standards; nor is it clear if the Superior Court's CMS application -- Tyler's Odyssey application -- will meet these Data Standards. AOC also recognizes that the JIS Data Standards will change over time, yet there is nothing in this provision that protects courts that may be using an alternative electronic court record system from having to incur increased costs by AOC-led changes to the Data Standards.

Regarding addition of a JISCR 13 Section (d), we believe the new section needs to be added to the rule that specifically directs the AOC, in concert with its promulgation of the JIS Data Standards for Alternative Electronic Court Records System, to develop, implement, and maintain a data/document exchange and synchronization interface between any future AOC developed and/or operated electronic court records system and all alternative electronic court records systems. This interface should use relational database formats and computer software industry-standard tools, programming language, and methods, as an *initial* element of AOC's development and implementation of the JIS Data Standards for Alternative Electronic Court Records System. Further, the interface is so important that AOC should be required to include such interface in any RFP for the initial development of the anticipated replacement of its current electronic court records system.

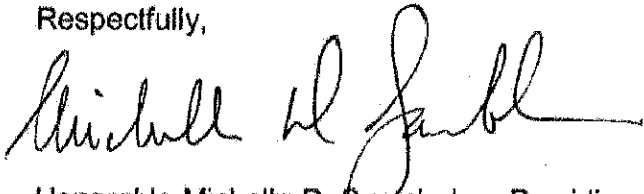
In sum, JISCR 13 as proposed has far reaching implications for Washington State Courts. As written, it attempts to exercise more control over municipal court technology decisions than what we believe the Legislature intended in its most recent proviso. Adopting this Rule without addressing the concerns expressed by the Spokane Municipal Court and other courts, which have found it necessary to seek advanced case and document-management solutions to meet their courts' business requirements -- despite several attempts to work with the AOC on potential solutions, will continue to Balkanize courts and AOC.

The accelerated adoption of the JIS Data Standards and JISCR 13 is problematic, especially since the rule includes language from a Legislative Proviso that was limited to Superior Courts. More time should be allowed in order to develop a proposed rule that is acceptable to all courts.

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
January 22, 2015
Page 3

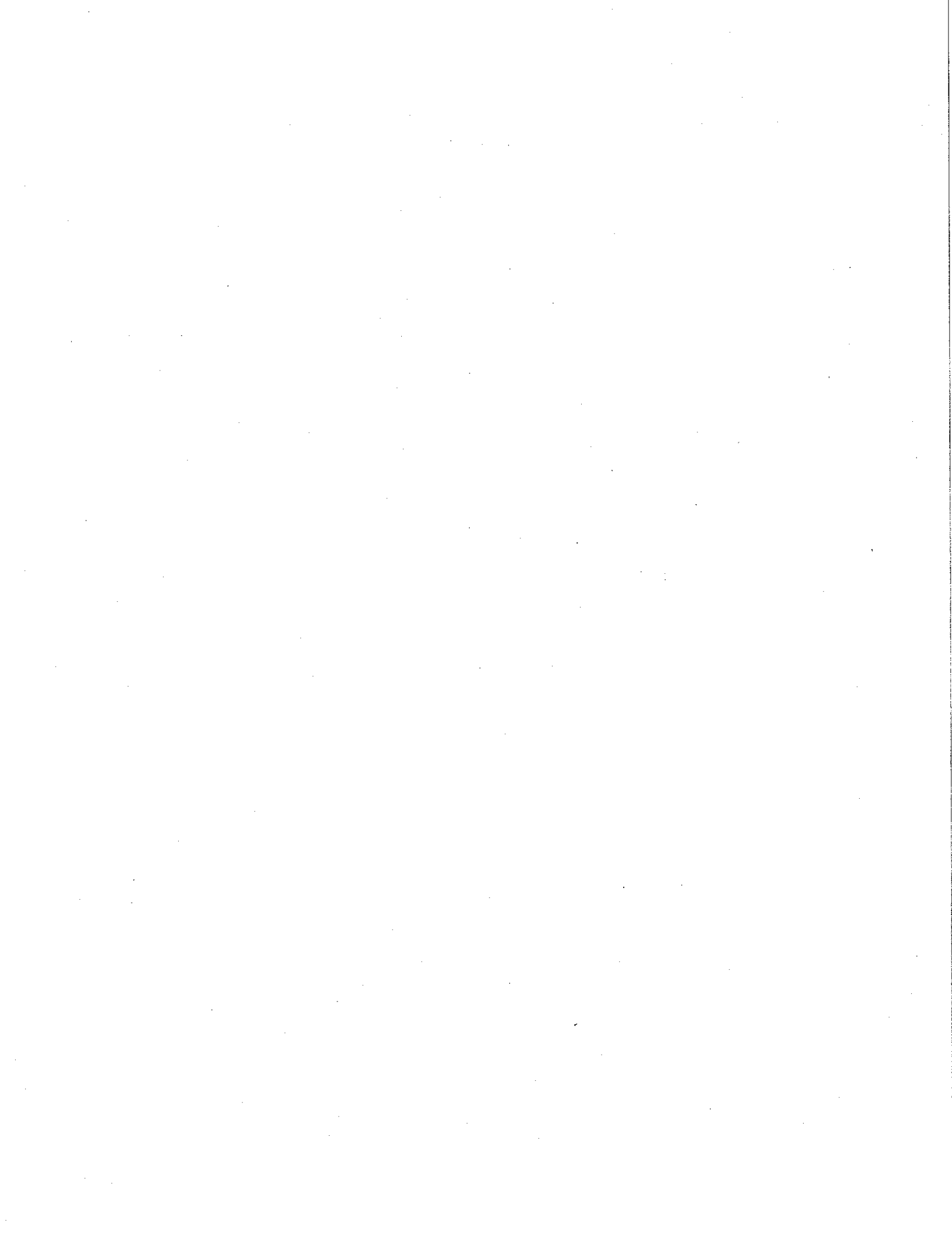
I am requesting a two month delay in considering JISCR 13 in order to allow interested courts to work with the AOC and JISC in drafting a rule that will be more reasonable and attainable for all courts.

Respectfully,

A handwritten signature in black ink, appearing to read "Michelle D. Szambelan". The signature is fluid and cursive, with a long horizontal stroke at the end.

Honorable Michelle D. Szambelan, Presiding Judge
Spokane Municipal Court

cc: SMC Judges, Commissioners, & Court Administrator



THE MUNICIPAL COURT OF SEATTLE



January 22, 2015

The Honorable Barbara A. Madsen
Chief Justice, Washington State Supreme Court
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504-0929

Sent via email to supreme@courts.wa.gov

Re: JISC Rule 13 – Electronic Court Records Systems

Dear Chief Justice Madsen:

On behalf of the Seattle Municipal Court, I am writing to express opposition to the passage of Judicial Information System Committee Rule 13 Concerning Local Court Systems (JISCR 13). Until further analysis has been completed outlining the impacts of this rule to our justice system, I am requesting the Supreme Court not pass this rule at this time. Seattle Municipal Court, along with the King County District and Superior Court, has previously expressed our concerns related to JISCR 13, and it is not my intent to reiterate them here. However, I would like to express the following additional concerns with the proposed JISCR 13.

Regarding JISCR 13 Section (a), we appreciate that this rule provides a clear definition for electronic court records and we do not have objections to this provision.

Regarding JISCR 13 Section (b), we propose the following change: *"All electronic court record systems must receive the approval of the Judicial Information System Committee. Notice of the proposed development must be provided to the Judicial Information System Committee and the Administrative Office of the Courts in advance of the commencement of such projects for the purpose of understanding the court's intent in moving to a non-JIS system and to ensure that a court's solution will provide necessary information to JIS and Washington Courts.*

The Seattle Municipal Court believes that the AOC's role should be limited to the review of the court's proposed electronic court record system to ensure that the JIS Data Standards will be met. AOC should stand ready to provide technical advice to courts to identify gaps in the provision of data and identify solutions that courts can pursue. The common goal of maintaining data integrity and creating a data repository at the AOC should be priority and the overarching consideration.

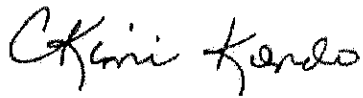
Regarding JISCR 13 Section (c), we believe this section should be modified and rewritten. The way this section is currently written appears to be punitive to those jurisdictions who may currently or in the future decide to adopt or remain with Alternative Electronic Court Record Systems. No current systems are capable of meeting the existing JIS Data standards. The AOC itself has indicated that they are not currently capable of meeting the existing JIS Data standards; nor is it clear that the Superior Court's CMS application (Tyler's Odyssey system) will meet those standards.

Additionally, AOC also admits that the JIS Data Standards will change over time. However, there is nothing in this rule that protects courts that elect to use an alternative electronic court record system from incurring additional increased costs if AOC makes future changes to the Data Standards. The accelerated adoption of the JIS Data Standards and JISCR 13 is problematic. Additionally, the Legislative proviso language included was intended to apply to Superior courts. As written, the rule attempts to exercise more control over limited jurisdiction court technology decisions than the legislature intended.

Seattle Municipal Court and several other courts were forced to seek alternative case management systems after failed attempts to work with AOC on potential solutions. Adoption of this rule without considering the issues expressed by these courts will continue to balkanize the Washington State Court System.

JISCR 13 as proposed has far reaching implications for Washington State Courts. . More time should be allowed in order to develop a proposed rule that is acceptable to all courts. I am requesting a two month delay in considering JISCR 13 in order to allow interested courts to work with the AOC and JISC in drafting a rule that will be more reasonable and attainable for all courts.

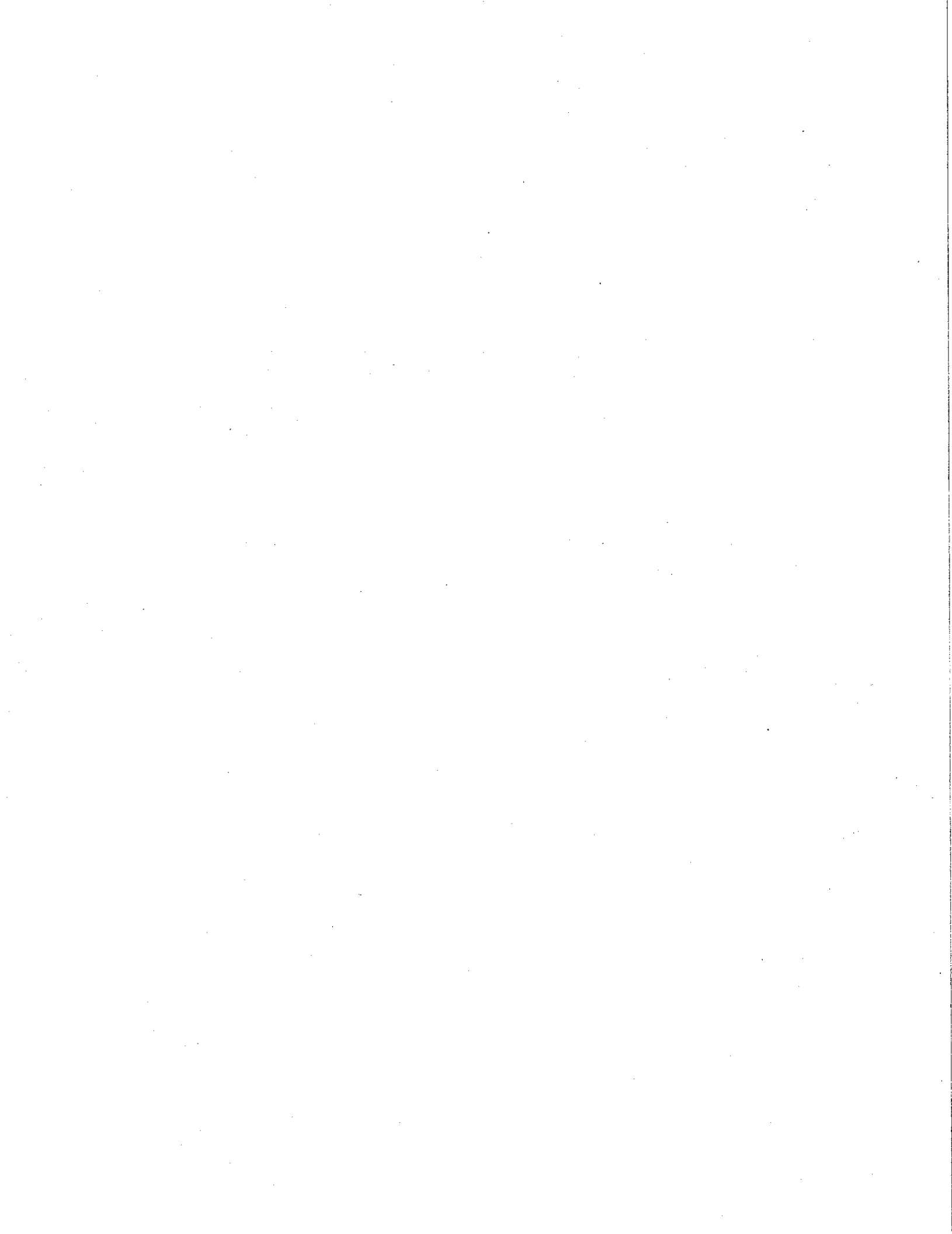
Respectfully,

A handwritten signature in black ink that reads "C. Kimi Kondo". The signature is written in a cursive, flowing style.

Honorable C. Kimi Kondo, Presiding Judge
Seattle Municipal Court

Cc: All SMC Judges and Magistrates

Yolande E. Williams, Court Administrator and SMC Executive Leadership Team



Tracy, Mary

From: OFFICE RECEPTIONIST, CLERK
Sent: Friday, January 23, 2015 10:57 AM
To: Tracy, Mary
Subject: FW: JISCR 13

Here you go ☺

From: Nelson, Michael [mailto:Michael.Nelson@leg.wa.gov] **On Behalf Of** Hill, Sen. Andy
Sent: Friday, January 23, 2015 10:51 AM
To: OFFICE RECEPTIONIST, CLERK
Subject: JISCR 13

January 23, 2015

Barbara Madsen, Chief Justice
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504-0929

RE: JISCR 13

Dear Justice Madsen:

I am writing today about proposed changes to state court rule JISCR 13. I ask that you not adopt these changes. At this time, it is not appropriate to implement a rule that would mandate that local governments pay for duplicate data entry.

I support the efforts to develop a CMS project for some of the counties in Washington State, even if some counties (King County included) choose to use their own systems instead. However, all judges will require access to the data that they need to make decisions, which is why a data exchange is critical. We need time, attention, and resources directed to the data exchange project in addition to the other projects you have in your portfolio. We must ensure that courts are not saddled with double data entry for extended periods of time.

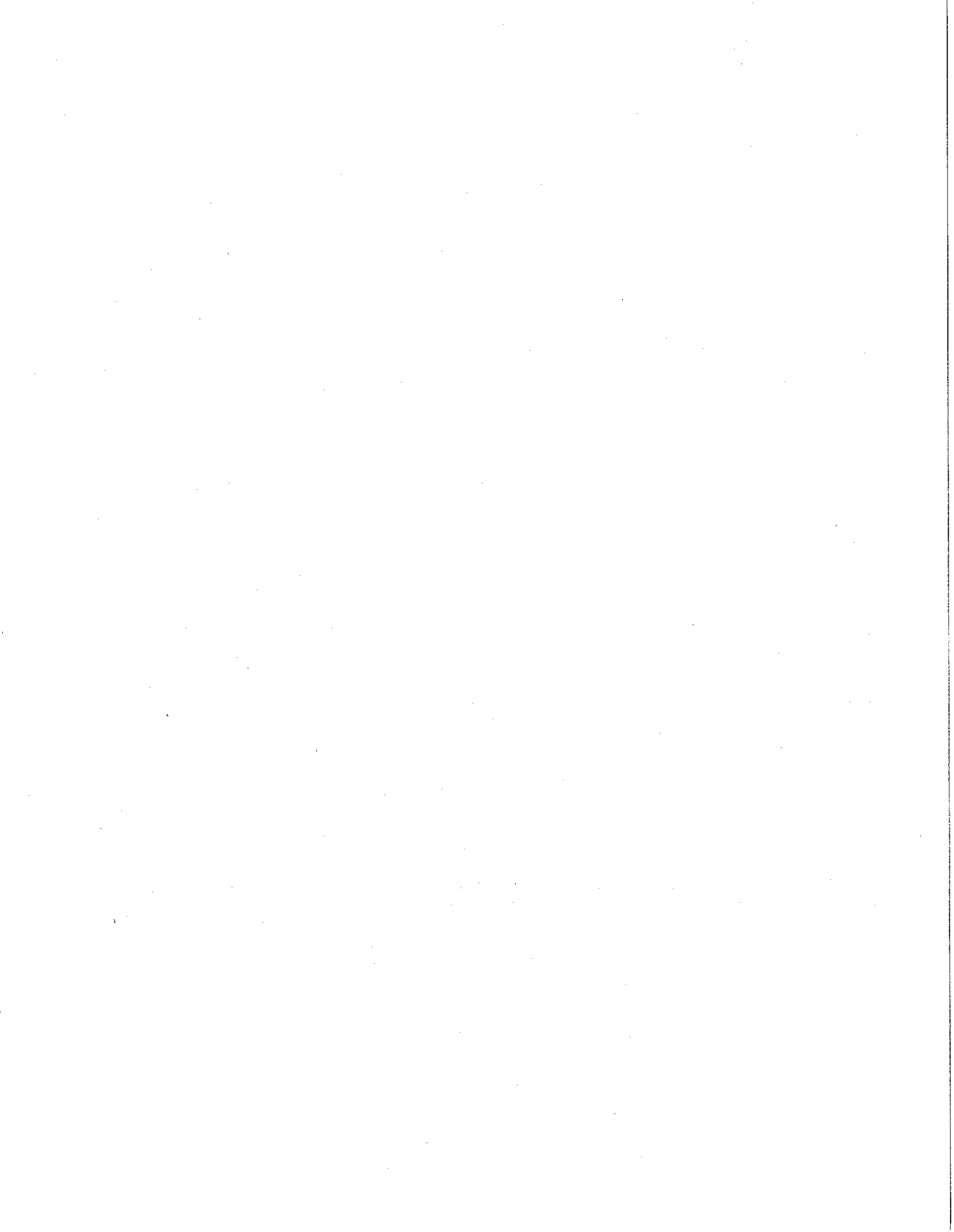
I ask that you please do not adopt the changes to these rules and you prioritize the development of a data exchange.

Sincerely,



Andy Hill,

Chair, Senate Ways & Means Committee





**King County
District Court
Office of the Presiding Judge**

W1034 King County Courthouse
516 Third Avenue
Seattle, Washington 98104
Telephone: (206) 477-1720
Fax: (206) 296-0596

**The Honorable Donna Tucker
Chief Presiding Judge**

**Othniel Palomino
Chief Administrative Officer**

January 23, 2015

The Honorable Chief Justice Barbara A. Madsen
Chief Justice, Washington State Supreme Court
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504-0929

RE: JISC Rule 13- Electronic Court Records System

Dear Chief Justice Barbara A. Madsen,

On behalf of the King County District Court thank you for the opportunity to comment upon the new proposed JISC Rule 13.

The King County District Court respectfully urges you to support the ability of all courts to provide quality, efficient and cost effective court services to their constituents through the use of innovation and current technologies. We urge you not to pass rule JISC 13 due to our concerns it will create further barriers to courts in providing services beyond the limited functionality of the existing JIS system.

In the past several months, I have had the opportunity to talk to people with positions on both sides of the implementation of rule JISC 13. During these conversations, regardless of whether or not the individual was supportive or opposed to the implementation of the rule, they all appeared to agree on three things: (1) There is a need and everyone supports the exchange of important data between every court in Washington; (2) there is an urgent need for improved case management systems for all trial courts in Washington; and (3) the exchange of data between the different trial court case management systems can only be accomplished if there are appropriate and understandable data standards and a working system, provided by AOC, for the exchange of that data.

January 23, 2015
Letter to Chief Justice Barbara A. Madsen
RE: JISC Rule 13- Electronic Court Records System
Page 1 of 2

Justice Fairhurst's letter to Pierce County Superior Court dated December 14, 2011 emphasized this point when she wrote:

"It was anticipated that Pierce County Superior Court would likely not adopt the new system and would continue to use LINX. That is the reason why the Data Exchange effort is so critically important and continues to be JISC'S highest priority initiative. Regardless of what system a court uses, all courts need to be able to exchange their data."

KCDC is concerned that all the courts of limited jurisdiction subject to this new proposed rule, will suffer with the existing problems and limitations of DISCIS for years to come. There is currently no funding for a new state-wide system for courts of limited jurisdiction. We are concerned about the likelihood the legislature will provide any funding for courts of limited jurisdiction until after the successful implementation of the current Superior Court system. When contrasted with a new COTS CMS, the problems and limitations of Washington's 34-year-old system result in unnecessary costly management and processing of cases in the highest volume courts in the state. I know that even the small courts are in the process of seeking to purchase individual modules of new COTS CMS to help them process case files. All CLJ Courts large and small need to be able to efficiently and effectively continue to upgrade their systems to meet the needs of their constituents within the budget limitations that we all face. Our fear is that rule JISC 13 will have unnecessary impact upon the quality and costs of providing court services. We believe that the JISC can craft a solution and rule that will support and work for all courts in the State of Washington.

Thank you for your consideration,



Donna Tucker
Chief Presiding Judge
King County District Court



King County

Fred Jarrett

Deputy King County Executive

401 Fifth Avenue, Suite 800

Seattle, WA 98104

fred.jarrett@kingcounty.gov

206-263-9627 Fax 206-296-0194

www.kingcounty.gov

January 23, 2015

Barbara Madsen, Chief Justice
Washington State Supreme Court
PO Box 40929
Olympia, WA 98504-0929

RE: JISCR 13 – Duplicate Data Entry

Dear Chief Justice Madsen:

Thank you for the review and comment period on JISCR 13. I ask that you not support the changes proposed to this rule.

We believe JISCRule 13 will force counties and cities to duplicate manual inputs into SCOMIS or its replacement, in addition to the data entry into their own system, something no jurisdiction, the state or counties will be willing or able to fund. The implications for King County, representing nearly half of the state's judicial records, are profound.

In general, it appears likely the number of independent court information technology systems will grow, not decline, over the time that the Tyler System implements by county and grows in functionality over the years. We believe managing this environment requires the development of a data exchange. This exchange must be a loosely linked, layered architecture capable of dealing with changes in technology, applications and needs. Mandating duplicate data entry, as opposed to implementing a modern electronic exchange, is not the answer.

King County's District Court and Superior Court systems cannot manage duplicate data entry. Our estimates are rudimentary, but for the Clerk's office at the superior court level, the King County department of Judicial Administration, we estimate the costs at 31 FTEs or \$2.3 million dollars annually to do duplicate case management and financial system data entry. For King County District and Superior Court, the expense would be even higher. Given our financial

Friday, January 23, 2015

Page 2

constraints, meeting this mandate would require deep cuts to courts, prosecution, defense, and detention systems.

Please do not pass this rule but instead do what is in your power to prioritize AOC's work on an electronic data exchange to support the non-JIS courts that want to submit data to the statewide court data repository. Over 40% of the data going to the database will be coming from non-JIS courts. It's time to recognize and address the technology development necessary to support this reality.

Sincerely,

A handwritten signature in black ink, appearing to read "Ered Jarrett", is written over a horizontal line.

Ered Jarrett
Deputy King County Executive



Justice... Professionalism... Service... Since 1886

January 23, 2015

The Honorable Barbara Madsen, Chief Justice
Washington State Supreme Court
P.O. Box 40929
Olympia, WA 98504-0929

Dear Chief Justice Madsen:

I am writing to express the King County Bar Association's significant concerns about the proposed amendments to JISCR 13 -- Electronic Court Record Systems, currently under consideration by the Court.

KCBA has long been interested in helping our local courts develop and manage information systems that are appropriate for the hundreds of thousands of cases filed in King County each year in the municipal, district, and superior courts. On behalf of the over 14,000 lawyers in King County, KCBA has worked closely with our local trial courts on these projects and we have a strong interest in providing feedback on behalf of our members on technology issues.

The current statewide court database system, SCOMIS, was cutting edge technology -- in 1970. Now over forty years old, stakeholders agree that this system must be replaced. However, for many reasons, some understandable others unclear, the Administrative Office of the Courts has not succeeded in creating a new statewide replacement. As a result, some courts (e.g., Pierce County and Seattle Municipal Court) have already created independent case management systems. King County has now opted to follow those courts, with the Metropolitan King County Council appropriating public funds last year for such a system that is expected to go online within 12-24 months.

KCBA fully endorses the decision to move forward with a King County solution that can be expeditiously implemented.

Unfortunately, we are concerned that the wording of the proposed rule might negatively impact King County's plans. The proposal would effectively restrict counties from proceeding with technology upgrades absent compliance with burdensome and ill-defined AOC approval procedures. In addition, the rule seems to require data entry into both the county's new system and the state's antiquated SCOMIS system.

An alternative solution may be available: KCBA has recently learned that discussions are ongoing with state legislators to secure special state funding for AOC to create a new "data hub" project that would allow local courts to share data with the current state database system or any

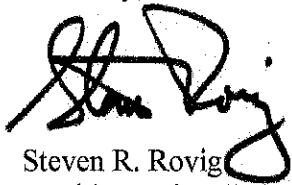
The Honorable Barbara Madsen
January 23, 2015
Page 2

future replacement. By using new funds dedicated for this purpose, AOC could continue developing a statewide database for those counties that choose to use it, while providing a data hub for all court systems to share information statewide.

We ask that the Court not adopt the proposed amendments to JISCR13 and instead direct AOC to work collaboratively with those local courts that desire to create their own case management systems. The development of a new data hub, with new dedicated funding provided by the state legislature, seems a much better alternative to adopting the proposed rule. KCBA stands ready to assist the Court with this effort.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven R. Rovig". The signature is stylized and written over a circular stamp or mark.

Steven R. Rovig
President, King County Bar Association

cc: Justices of the Washington State Supreme Court

King County Superior Court

JUDGE PALMER ROBINSON
Department 41

King County Courthouse
516 Third Avenue, C-203
Seattle, Washington 98104
(206) 477-1573
robinson.court@kingcounty.gov

Chief Justice Barbara Madsen
Washington State Supreme Court
P.O. Box 40929
Olympic, WA 98504-0929

Re Proposed Rule Change to JISCR 13

Dear Justice Madsen

King County Superior Court is committed to providing JIS with accurate, robust data so that law enforcement and other courts and agencies have complete data and can do their jobs and protect the citizens of Washington State. We enthusiastically received and supported Justice Fairhurst's earlier correspondence recognizing that data exchange is "critically important" and "JISC's highest priority initiative".

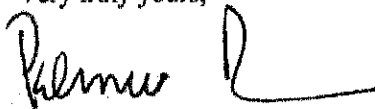
It seems to me there may be some confusion between the Tyler Odyssey product and the concept of data exchange. The fact that King County Superior Court determined that the Odyssey product does not meet our current needs, much less our needs in 2018, for a case management system does not mean we are any less committed to providing data to JIS. That is why we feel it so important that the first priority be a data hub capable of receiving and "translating" data from and to SCOMIS and Tyler and the systems of the other partners in the criminal justice system.

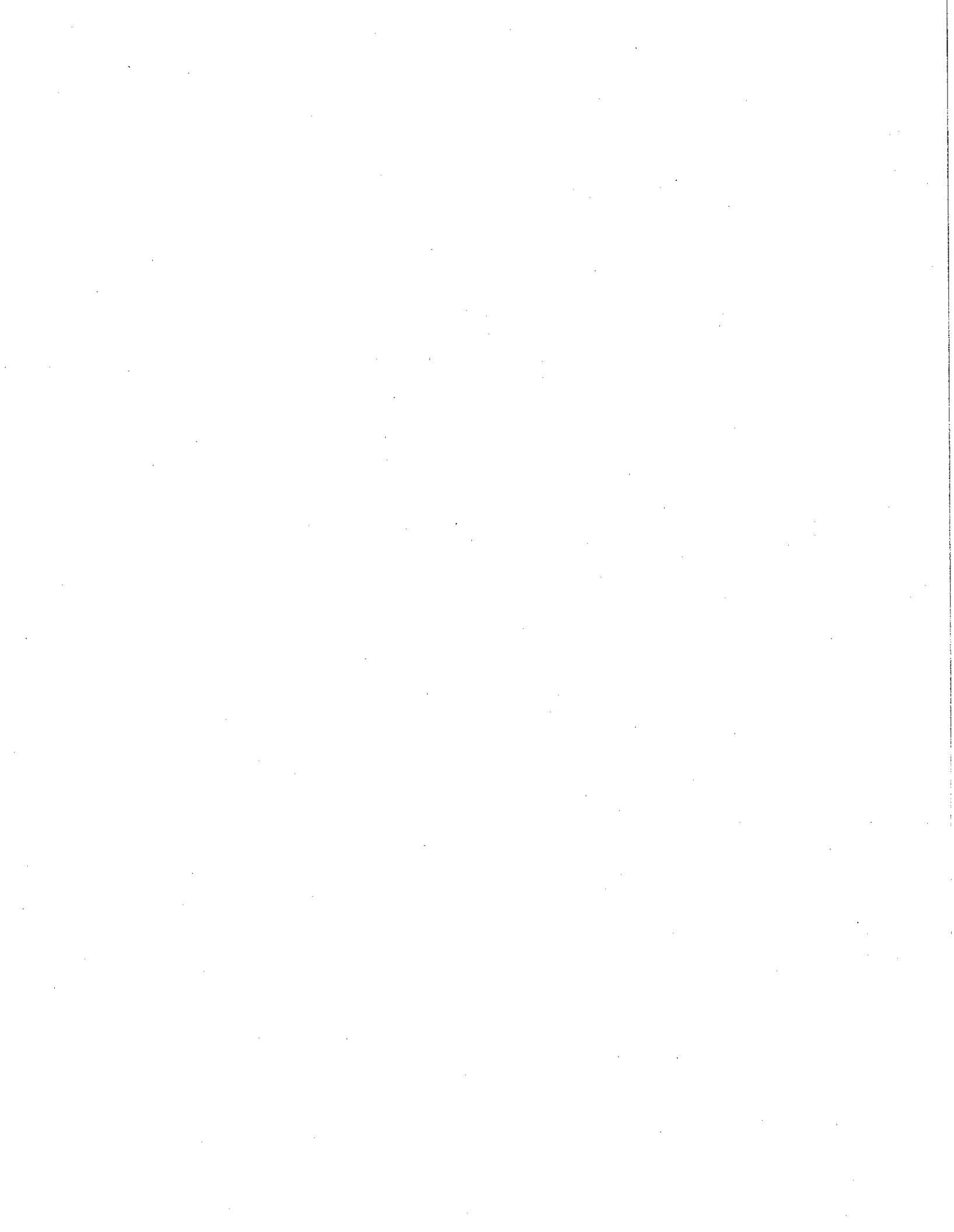
Unless and until there is a data hub, the King County Clerk's office will be forced to hire at least an additional 31 FTEs, at a cost in excess of two and a quarter million dollars a year, to do duplicate data entry. King County District Court's expenses will be even higher than this. Those are resources King County does not have. I suspect the other courts that have elected to implement their own case management systems rather than opt for a state-wide solution are in the same position. Together, those courts comprise more than 40% of the filings in Washington State.

The proposed changes to JISCR 13, particularly paragraph (b), jeopardize the full exchange of meaningful information by requiring courts to get approval from JISC 12 months before the purchase or acquisition of software or services. That timeframe is not simply workable. Articulating data standards, without a data hub, gets us further from the goal of an exchange of meaningful information, rather than closer to it.

Thank you for the opportunity to comment on the proposed changes to JISCR 13.

Very truly yours,


Palmer Robinson



Superior Court Case Management System (SC-CMS) Project Update

Maribeth Sapinoso, AOC Project Manager
Marie Constantineau, AOC Deputy Project Manager

March 6, 2015

Recent Activities

Pilot

- ✓ Lewis County Presiding Judge, County Clerk, and Court Administrator attended Project Steering Committee meeting to present pilot implementation updates and address questions – January 13, 2015
- ✓ The AOC converted the following data in Odyssey:
 - **Statewide Party Records: 8.8 Million**
 - **Lewis County Case Records: 173,835**
 - **Lewis County Document Images: 1.6 Million**

Recent Activities

Pilot

- ✓ Converted document images to Odyssey
- ✓ Completed Mock Go Live #1 – February 10-12, 2015
- ✓ Reviewed key implementation planning activities with primary point of contacts

Recent Activities

Early Adopters

- ✓ Conducted kick off meetings with business and technical staff for Franklin and Yakima County – November 5 & 6, 2014
- ✓ Thurston County Clerk presented to the Project Steering Committee the County's unanimous decision to use the Odyssey document management system

Recent Activities

Early Adopters

- ✓ Completed Odyssey demonstrations at Franklin and Yakima County – January 21 & 22, 2015
- ✓ Secured training venue and training laptops for end user training
- ✓ Conducted first stakeholder meeting
- ✓ Communicated with primary points of contact regarding key implementation planning activities

Recent Activities

Project Steering Committee Decisions

- ✓ Snohomish County will be the first site to be implemented in the statewide rollout after Early Adopters
- ✓ Spokane County will be the second site to be implemented in the statewide rollout after Snohomish County

Recent Activities

- ✓ Provided working prototype and documentation of the DMS services to Techline (Liberty) and LaserFiche for their development and testing – Jan/Feb 2015
- ✓ Initial technical readiness meeting with Snohomish and Spokane County – Jan/Feb 2015

Recent Activities

- ✓ Scheduled implementation planning kickoff meetings for Snohomish (March 2015) and Spokane (September 2015)
- ✓ Completed preparation for testing case data replication

Work In Progress

- Tyler integration development
- Tyler custom application development
- Testing of Tyler integration and custom application development
- Upgrade Lewis County circuit to improve network performance
- Begin preparation for Mock Go Live #2 at Lewis County – April 7-9, 2015

Next Steps

- Accept delivery of Tyler integration and application development
- Finalize testing of application development
- Conduct Mock Go Live #2 at Lewis County
- Prepare for statewide party synchronization in Odyssey
- Prepare for End User training for Pilot site

Phase 3 – Pilot Implementation

MILESTONES or PROJECT DELIVERABLES	CURRENT PLAN DATE
✓ Second Data Conversion Push	August 2014
✓ DMS Intent decisions received	October 2014
✓ Third Data Conversion Push	October 2014
✓ Integration Testing Begins	January 2015
✓ Fourth Data Conversion Push (including Document Images)	January 2015
✓ Pilot Mock Go-Live #1 (at AOC)	February 2015
Tyler Development (Integration) Work Completed	March 2015
Pilot Mock Go-Live #2 (at Lewis County)	April 2015
Integration Testing Completed	May 2015
Party Synchronization Go-Live	May 2015
Pilot End User Training Completed	May/June 2015
Pilot Go-Live Conversion Activities Begin	June 2015

DECISION POINTS

Ratify Court User Workgroup Decisions:

1. Odyssey Case Number Format
2. New Codes and Formats in Odyssey

Judicial Information System Committee Meeting, March 6, 2015

**DECISION POINT – Superior Court Case Management System –
Change Superior Court Case Number Format for Odyssey Courts**

MOTION:

I move that the JISC approve the Superior Court Case Management System (SC-CMS) Court User Work Group's (CUWG) recommendation to use a new case number format 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.]

II. DISCUSSION

On December 10, 2014, the Superior Court-Case Management System Court User Work Group (SC-CMS CUWG) reached consensus to approve a new case number format. The new format mimics the old, with the exception of replacing the current check digit with the 2 digit county ID corresponding to the filing county.

The check digit is calculated based on the first 8 digits of each case number and other static values. Currently, Superior Court case numbers are unique for each county, but are not unique statewide. The algorithm employed to assign the check digit attempts to ensure neighboring counties won't be assigned the same check digit for the year, case type, and sequence combination, but it is unavoidable in some instances. A case number (including the check digit) is duplicated statewide up to approximately four times.

The current SCOMIS case number format is as follows:

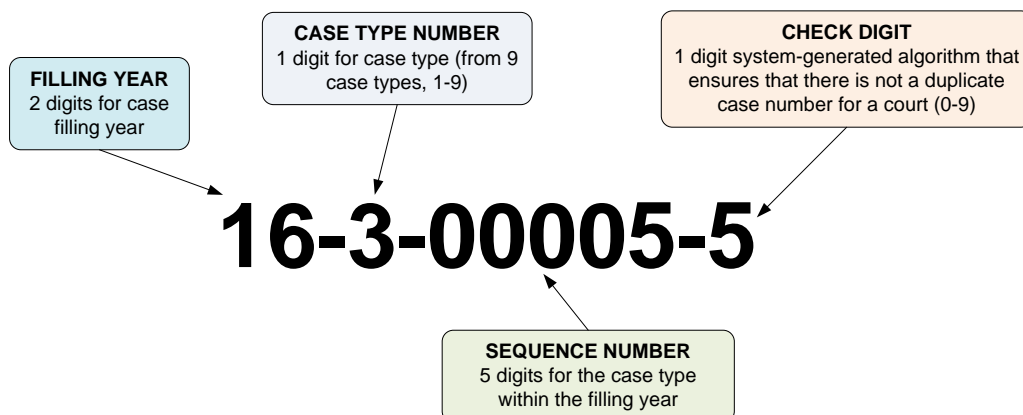


Figure 1: JIS/SCOMIS (“Legacy”) Case Number Format

Characteristics of Proposed Change

- The proposed changes provide for “uniqueness” of the case number in Odyssey—all Odyssey case numbers would be unique statewide.
 - If a user is searching by a case number in the new format, the case will be displayed (there will not be duplicates forcing the user to select a case).
 - For counties that opt to enter a case number manually, the new format will help ensure the user hasn’t mistyped the number.
- Court and County Clerk’s Office users are able to identify the originating county more readily.
- Both the new and current case numbers will be searchable in Odyssey.
- Benefits are gained while staying within the requests and parameters set by the SC-CMS CUWG:
 - Remains numeric for 10-key entry
 - Keeps overall length short
 - Provides for uniqueness
 - Maintains other valuable data (filing year, JIS/SCOMIS case type)
- The legacy JIS/SCOMIS case number will need to be generated for case replication services as JIS/SCOMIS continue to require the legacy format.
 - Due to case replication, ancillary systems and agencies are expected to receive information in the same methods they do today (directly via JIS/SCOMIS or via data transfers, reports, interfaces that exist today with JIS/SCOMIS).

The Odyssey case number format, after implementing the December 10, 2014 CUWG decision:

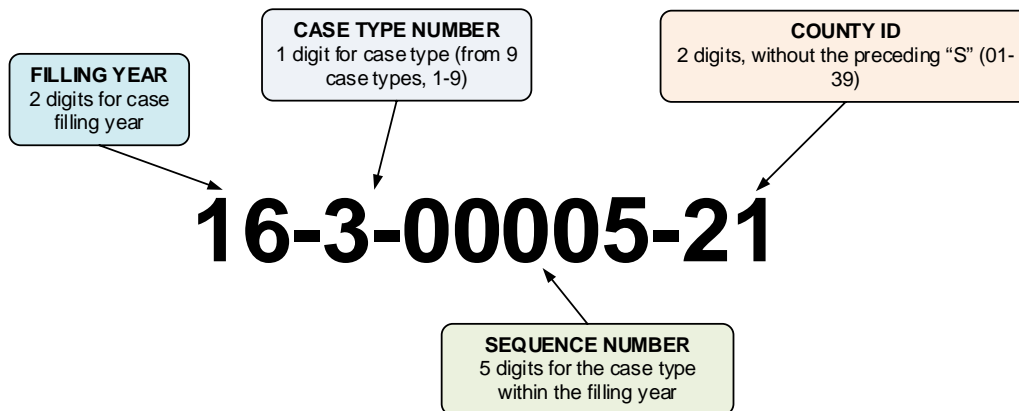


Figure 2: Proposed Odyssey Case Number Format; example is for the fifth legacy case type "3" case in Lewis County in 2016.

Side-by-side view of new and current formats:

Odyssey case number =	16-3-00005-21
Legacy (JIS/SCOMIS) case number =	16-3-00005-5

OUTCOME IF NOT PASSED –

If this motion is not passed, the SC-CMS project will continue implementations with the current case number format:

- Case numbers will continue to be duplicated across the state.
 - When users search for a case by case number, they will receive multiple results and be forced to select a case.
- County Clerk's Office and court users will be required to identify the originating county via other methods.
- Odyssey does not currently calculate the Washington-specific check digit; a program will need to be developed and employed to do so.
- If a user manually types in the case number upon case creation in Odyssey, there is a higher potential for error due to a lack of "uniqueness" of the case number.

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.]

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*

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.

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) with restrictions, including, but not limited to:
 - 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.

New Odyssey Case Types and Mapping to Legacy Systems

Odyssey Case Category	Code	Case Type	Purpose/Reason for New Case Type	Case Replication to Legacy Mapping		
				Case Type	Class Code or Cause of Action	
Criminal	CLA	Criminal Lower Court Appeal	To separate these cases from other standard criminal cases	1	n/a	
Criminal	EXT	Extradition		1		
Criminal	MAT	Material Witness		1		
Criminal	PRE	Pre-Filing	Provides ability for clerk to separate "non-charge"	n/a		
<i>Criminal</i>	<i>REG</i>	<i>Registration</i>	<i>For conversion only: For a period of time, sex offenders were required to file registration with the court indicating where they were living. This is no longer required and the case type is obsolete.</i>	n/a		
Criminal	CVI	Civil Infraction	These are currently class codes. Clerks do always know when a cases are TSN or TSV and opted to add these as case types	8		CVI
Criminal	TSN	Transfer for Sentencing		8	TSN	
Criminal	TSV	Transfer for Supervision		8	TSV	
Civil	CHN2	Non-Confidential Name Change	Case types are all in one table and codes may not be duplicated within the same table. Each case type has one and only one base case type, which directs which case category the case type falls. This will also allow for us to direct the Odyssey case back to the correct case type and cause of action combo for case replication purposes.			
Civil	CHN5	Confidential Change of Name				
Civil	FJU2	Foreign Judgment		2	FJU	
Family	FJU3	Foreign Judgment		3	FJU	
Family	MOD3	Domestic Modification		3	MOD	
Family	MOD5	Paternity Modification		5	MOD	
Civil	MSC2	Miscellaneous		2	MSC	
Family	MSC3	Miscellaneous Domestic		3	MSC	
Probate/Mental Health	MSC4	Miscellaneous		4	MSC	
Family	MSC5	Miscellaneous Adoption		5	MSC	
Civil	MST2	Minor Settlement		2	MST	
Probate/Mental Health	MST4	Minor Settlement		4	MST	
Family	TER5	Termination of Parental Rights-Parentage		5	TER	
Family	TER7	Termination of Parental Rights-Dependency		7	TER	
Civil	INT	Interpleader		Clerks opted to split these out of the Miscellaneous cause; allows better	2	MSC

New Odyssey Case Types and Mapping to Legacy Systems

Odyssey Case Category	Code	Case Type	Purpose/Reason for New Case Type	Case Replication to Legacy Mapping	
				Case Type	Class Code or Cause of Action
Civil	TXF	Tax Foreclosure	miscellaneous cause, allows better reporting, default party types	2	FOR
Civil	TAXDOL	Tax Warrant-Department of Licensing	In Odyssey, we are able to default plaintiff and defendant (the actual party record for DOR, DOL, etc.), auto add events, add default case status as completed. Users will only need to create the case then add the judgment.	2	TAX
Civil	TAXDOR	Tax Warrant-Department of Revenue		2	TAX
Civil	TAXESD	Tax Warrant-Employment Security		2	TAX
Civil	TAXLI	Tax Warrant-Labor & Industries		2	TAX
Civil	UNDCOM	Commercial Unlawful Detainer	Odyssey is able to default filing fee, but filing fee is different between commercial and residential unlawful detainer cases; separating them allows for additional automation	2	UND
Civil	UNDRES	Residential Unlawful Detainer		2	UND

ITG Request 41 - CLJ Revised Computer Records Retention and Destruction

Project Update

Kate Kruller, PMP - Project Manager

March 6, 2015



Project Objectives

- Eliminate all Courts of Limited Jurisdiction computer record archiving in JIS applications
- Revise destruction of case records processes in JIS, based upon the records retention policy from the Data Dissemination Committee

Recent Activity

- Testing resource was removed to support SC-CMS in October
- Testing resources were assigned to continue work whenever extra capacity was available
- The result is... **Testing Complete.** Iteration 1 final steps and implementation is next
 - Preliminary Rules deployment (including existing rules, plus eTicket and VRV compliance rules)

Active Project Risks

Total Project Risks		
Low Exposure	Medium Exposure	High Exposure
0	0	2

Significant Risk Status

Risk	Probability/Impact	Mitigation
Schedule Delay	Low	Project Executive Sponsor authorizes any ITG 41 Project delays, if necessary
ISD staff redirects away from the project	Low	Work with ISD Functional Managers and Leadership to resolve the conflict through negotiation or prioritization decisions

Active Project Issues

Total Project Issues			
Active	Monitor	Deferred	Closed
0	0	0	0

Significant Issues Status

Issue	Urgency/Impact	Action

Next Steps

- Complete Full System Testing: Mar 2015
- Implement Preliminary Rules, Pilot: Apr - May 2015
 - Restart destruction of records using preliminary rules applied to cases in pilot courts
 - Updated Destruction of Records Report (DORR)
- Implement Preliminary Rules - All Remaining CLJ Courts: June 2015 - March, 2016
- New Rules Iteration Development: Oct 2015 – Aug 2016



Board for Judicial Administration House of Origin PRE-Policy Committee Cutoff Report Current as of Thursday, February 19, 2015

Today is the 39th day of the 105-day legislative session. The first challenge for legislation comes on February 20, the 40th day of the legislative session, when bills must have moved from their policy committees to a fiscal committee or to Rules. Those bills not meeting the deadline should be considered “dead.”

Here are the highlights regarding bills BJA is tracking and other legislation of interest:

BJA Request Legislation

HB 1061/SB 5174

SUMMARY: Changes the number of judges Skagit County District Court from two to three.

POSITION: BJA request

STATUS: the House General Government & Information Technology Committee took executive action on HB 1061 on February 6. The bill awaits action by the full House. Rep. Shea is proposing amendments that would require the judges to track their work hours and overnight stays. SB 5174, likewise, awaits action by the full body.

HB 1111

SUMMARY: Updating the court transcriptionist statutes and implements the recommendations of the Court Management Council, in conjunction with pending court rule.

POSITION: BJA Request

STATUS: Passed the House unanimously on February 12th. Referred to Senate Law & Justice.

DMCJA Request Legislation

SB 5125 /~~HB 1328~~

SUMMARY: Would increase district court civil jurisdiction from \$75,000 to \$100,000.

POSITION: DMCJA Request

STATUS: The Senate bill was heard in the Law & Justice Committee on January 22 and passed out of committee into Rules on 2/11. The House bill has not been heard, but another bill containing this provision passed the House.

~~SB 5126 /HB 1327~~

SUMMARY: Employment Security Department Subpoenas

POSITION: DMCJA withdrew request for this bill due to a potential conflict with federal law.

STATUS: Dead

~~HB 2097~~

SUMMARY: Authorizing parity with superior courts in the setting of jury fees

POSITION: DMCJA request.

STATUS: Dead

SCJA Request Legislation

HB 1617

SUMMARY: Would allow courts to consult the Judicial Information System and related databases to review criminal history and determine whether other proceedings involving the parties are pending prior to entering certain orders.

POSITION: SCJA Request

STATUS: The bill was heard in House Judiciary on February 3 and referred to Rules.

HB 1618

SUMMARY: Requires a person objecting to the relocation of a child to establish adequate cause for a hearing on the objection.

POSITION: SCJA Request

STATUS: It was heard in House Judiciary on February 5 and was referred to the Rules Committee.

SB 5101

SUMMARY: Technical change to acknowledge that the Department of Corrections no longer files presentence reports and allows the court to a mental evaluation even in the absence of a presentence report.

POSITION: SCJA request

STATUS: It was heard in Senate Law & Justice on January 15 and awaits action by the full Senate.

SB 5104

SUMMARY: Allows a court to order participation in rehabilitative programs if the court finds that any chemical dependency contributed to the offense.

POSITION: SCJA Request

STATUS: This bill was allow heard in Senate Law & Justice on January 15 and now awaits action in Senate Rules.

DATA DISSEMINATION/ACCESS TO COURT RECORDS

HB 1481/SB 5564

SUMMARY: Eliminates most juvenile offender legal financial obligations and allows for sealing when 80% of restitution is paid.

POSITION: No position

STATUS: Bill is being negotiated. Heard in House Judiciary, moved to General Government & Information Technology for hearing on 2/20. Executive action taken on senate bill on 2/19.

HB 1553

SUMMARY: Creates a process by which a person with a criminal record can be granted a certificate of restoration of opportunity, which removes any professional bar imposed solely as a result of the conviction.

POSITION: Support

STATUS: On House Floor calendar.

BILLS AFFECTING AOC EMPLOYEES AND/OR JUDGES

HB 1397/~~SB 5308~~

SUMMARY: Allows judges and certain others to provide only city and county to the Public Disclosure Commission rather than full address.

POSITION: Support

STATUS: Bill is being negotiated. House bill was heard in State Government and moved to Rules. Senate bill is dead.

SB 5980

SUMMARY: Creates a defined contribution plan for elected officials. Does not include judges.

POSITION: Not reviewed. AOC staff does not work on retirement bills.

STATUS: Referred to ways and Means

SB 6005

SUMMARY: Changes the average final wage calculation for retirees hired after 7/1/15.

POSITION: Not reviewed. AOC staff does not work on retirement bills.

STATUS: Referred to Ways & Means

SB 5982

SUMMARY: Increases the retirement age for persons hired after 12/31/15

POSITION: Not reviewed. AOC staff does not work on retirement bills.

STATUS: Referred to Ways & Means

ELECTIONS

HB 1051

SUMMARY: Makes Supreme Court justice elections partisan.

POSITION: Oppose

STATUS: Dead

HB 1350

SUMMARY: Providing for the election of Supreme Court justices from three judicial districts.

POSITION: Watch

STATUS: Dead

HB 2030

SUMMARY: Establishing districts from which Supreme Court justices are elected.

POSITION: Watch

STATUS: Dead

HJR 4201

SUMMARY: Creating election districts for Supreme Court judicial positions.

POSITION: Watch

STATUS: Dead

HJR 4207

SUMMARY: Requires that all mandatory, regulatory, licensing, and disciplinary functions regarding the practice of law and administration of justice reside exclusively in the Supreme Court.

POSITION: Not reviewed

STATUS: Dead

HJR 4211

SUMMARY: Amending the Constitution to provide for Supreme Court districts.

POSITION: Watch

STATUS: Dead

SB 5685

SUMMARY: Concerning the election of Supreme Court justices by district.

POSITION: Watch

STATUS: Dead

SJR 8205

SUMMARY: Amending the state Constitution so that justices of the Supreme Court are elected by qualified electors of a Supreme Court judicial district.

POSITION: Watch

STATUS: Heard in Senate Law & Justice on 1/29. Passed on a party-line vote to Rules.

PROBLEM SOLVING COURTS

~~HB 1305~~/SB 5107

SUMMARY: Encourages the creation of therapeutic courts in Washington and consolidates current law into a single chapter.

POSITION: Support

STATUS: Senate bill passed senate unanimously. Referred to House Judiciary.

LEGAL FINANCIAL OBLIGATIONS

~~HB 1016~~

SUMMARY: If offender is homeless or mentally ill, failure to pay legal financial obligations is not willful noncompliance.

POSITION: Not reviewed

STATUS: Dead

HB 1390/~~SB 5713~~

SUMMARY: Eliminates interest accrual on the non-restitution portions of legal financial obligations and modifies standards to reduce or waive interest. Creates indigency exception. Establishes provisions governing payment plans and priority of payment of LFOs. Addresses sanctioning for noncompliance. Makes DNA fee a one-time payment.

POSITION: Watch

STATUS: Bill is being negotiated. Heard in House Judiciary on 1/21 and executive action was taken on 2/19.

JURY SERVICE

HB 1610

SUMMARY: Reduces the term of service for jurors. Allows exception for smaller jury pools.

POSITION: Support

STATUS: Heard in House Judiciary on 2/10. Executive action taken on 2/19.

OTHER

~~HB 1772~~

SUMMARY: Repealing provisions concerning the Washington State Bar Association.

POSITION: Not reviewed

STATUS: Dead

HB 1885/SB 5755

SUMMARY: Implements recommendations of the Justice Reinvestment Initiative by addressing and mitigating the impacts of property crimes.

POSITION: Watch

STATUS: Bill is being negotiated. Heard in House Public Safety on 2/11 and executive action is scheduled for 2/20. Senate bill heard in Law & Justice on 2/16 and executive action was taken on 2/18.

HB 1943

SUMMARY: Creates standards for electronic monitoring/home detention. Requires AOC to develop forms.

POSITION: Watch

STATUS: Amendments to bill have been suggested by WASPC. Bill was heard in House Public Safety on 2/17 and executive action is scheduled for 2/20.

~~HB 2076~~/SB 5752

SUMMARY: The Caseload Forecast Council (CFC) must establish a procedure for producing racial impact statements on the effect proposed legislation will have on racial and ethnic minorities, including how legislation will impact the racial and ethnic composition of the criminal and juvenile justice systems.

POSITION: None taken

STATUS: Heard in in Senate Government Operations & Security on 2/10 and executive action was taken on 2/19.

HB 2085

SUMMARY: Authorizes community restitution/community service in lieu of payment for traffic infractions.

POSITION: Not reviewed. AOC offered a technical amendment.

STATUS: Heard in House Public Safety on 2/17 and executive action is scheduled for 2/20.

SB 5449

SUMMARY: Creates a tax division of the court of appeals.

POSITION: Concerns

STATUS: Heard in joint session of Senate Law & Justice and Trade & Economic Development on 1/26.

SB 5647

SUMMARY: Allowing counties to create guardianship courthouse facilitator programs.

POSITION: No position

STATUS: Heard in Senate Human Services, Mental Health & Housing on 2/3. Moved to Rules.

SB 5766

SUMMARY: Concerning monitoring agencies providing electronic monitoring.

POSITION: Watch

STATUS: Heard in Senate Law & Justice and amended in executive action on 2/19.

BUDGET

HB 1105/SB 5076

SUMMARY: Early supplemental operating budget, limited to wildfire and mental health needs.

POSITION: Not reviewed

STATUS: Signed by governor

HB 1106/SB 5077

SUMMARY: Making 2015-2017 operating appropriations.

POSITION: Pro on judicial branch section. (Governor's version includes Supreme Court budget)

STATUS: Heard in House and Senate on 1/14.

HB 1115/ SB 5096

SUMMARY: Capital budget includes funding for maintenance of Temple of Justice.

POSITION: Support judicial branch portions.

STATUS: Heard in House on 1/20 and Senate on 2/5.

SB 5064/ HB 1477

SUMMARY: Requires a quarterly revenue forecast on February 20th during both a long and short legislative session year.

POSITION: Not reviewed

STATUS: Senate bill passed senate unanimously. No hearing scheduled on House bill.

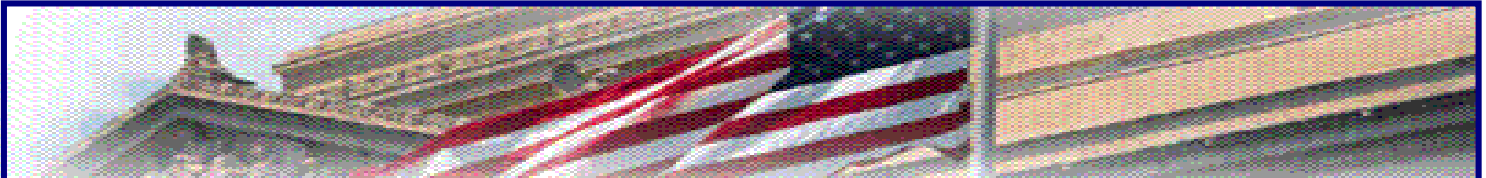
**Administrative Office of the Courts
Information Services Division Project Allocation & Expenditure Update
2013-2015 Allocation**

Expenditures and Encumbrances as of January 31, 2015

Initiatives--JIS Transition	ALLOTTED	EXPENDED	VARIANCE
Information Networking Hub (INH)			
Information Networking Hub (INH)	\$1,500,000	\$891,334	\$608,666
Information Networking Hub (INH) - Subtotal	\$1,500,000	\$891,334	\$608,666
Superior Court CMS			
13-15 Allocation	\$13,706,000	\$11,319,073	\$2,386,927
COTS Prep	\$2,900,000	\$639,808	\$2,260,192
Superior Court CMS Subtotal	\$16,606,000	\$11,958,881	\$4,647,119
Enterprise Content Management System			
ECMS	\$1,426,000	\$1,426,000	\$0
ECMS Subtotal	\$1,426,000	\$1,426,000	\$0
Equipment Replacement			
Equipment Replacement - External	\$1,199,000	\$828,648	\$370,352
Equipment Replacement - Internal	\$2,138,000	\$1,874,023	\$263,977
Equipment Replacement Subtotal	\$3,337,000	\$2,702,671	\$634,329
TOTAL 2013-15	\$22,869,000	\$16,978,886	\$5,890,114

SC-CMS projected salaries and benefits for the remainder of the biennium: \$883,247

|



bluecrane
**MANAGEMENT CONSULTING
FOR STATE AND LOCAL
GOVERNMENTS**

EXECUTIVE ADVISEMENT

QUALITY ASSURANCE

PROJECT OVERSIGHT

PROJECT MANAGEMENT

*INDEPENDENT VERIFICATION AND
VALIDATION (IV&V)*

RISK REDUCTION

Quality Assurance Report

for the

State of Washington

Administrative Office of the Courts (AOC)

SC-CMS Project

January 31, 2015

Prepared by
Bluecrane, Inc.





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Part 1: Executive Summary and Assessment Dashboard

Executive Summary

This report provides the January 2015 quality assurance (QA) assessment by Bluecrane, Inc. ("*bluecrane*") for the State of Washington Administrative Office of the Courts (AOC) Superior Court – Case Management System (SC-CMS) Project.

Schedule Risks Related to Integrations Work

As noted in our previous report, although there continues to be some uncertainty with respect to the estimation of the work required to complete integrations between Odyssey and other AOC systems, the project has made good progress in many areas including business processes, conversion, outreach to pilot and early adopter counties, and preparation and planning for Pilot Go-Live.

We continue to note the schedule risk related to completion of the integrations between Odyssey and other AOC systems. Work began in January to develop a high level summary schedule that will be used to track project activities in all related areas of the project. Additionally, work began on the decomposition of party integration activities.

Risk of Data Center Move *If Done during the SC-CMS Implementation*

We learned in December that AOC has been asked to assess the viability of migrating server and network equipment currently residing in the AOC data center to the state Consolidated Technology Services (CTS) data center as part of the state data center consolidation initiative. The initiation of a project to migrate the AOC data center to the state data center *during the SC-CMS implementation* would create a significant risk to the success of the SC-CMS project. The SC-CMS project has very high visibility to the judicial, legislative, and executive branches of the state government. All unnecessary risks to the on-time completion of the SC-SCM project should be avoided to ensure the successful implementation of the new court system.



Executive Dashboard – Risks At-a-Glance

Category	Area of Assessment	Urgency	Noteworthy Risks/Comments
Extreme Risks			
(No Extreme Risks to Report)			
Noteworthy Risks			
Infrastructure	Statewide Infrastructure	Serious Consideration	<ul style="list-style-type: none"> AOC has been requested to assess the viability of migrating server and network equipment currently residing in the AOC data center to the state data center as part of the state data center consolidation initiative. The initiation of a project to migrate the AOC data center to the state data center <i>during the SC-CMS implementation</i> would create a significant risk to the success of the SC-CMS project.
Risks Being Addressed			
Project Management and Sponsorship	Schedule	Urgent Consideration	<ul style="list-style-type: none"> Although efforts to identify and estimate the work required to complete the integration of Odyssey with other AOC systems continued in January, there continues to be uncertainty in the effort and duration of activities.



Category	Area of Assessment	Urgency	Noteworthy Risks/Comments
Risks Being Addressed (continued)			
Application	Application Interfaces	Urgent Consideration	<ul style="list-style-type: none">Although additional technical and testing resources have been allocated to the integration activities, there continues to be uncertainty in the effort and duration of activities.



Part 2: *bluecrane* Detailed Assessment Report for January 2015

<i>bluecrane</i> Quality Assurance Dashboard for the Washington AOC SC-CMS Project	
Project Area Summary	
Project Area	Highest Level of Assessed Risk
Project Management and Sponsorship	Risk Being Addressed
People	No Risk Identified
Application	Risk Being Addressed
Data	No Risk Identified
Infrastructure	Risk



Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Governance	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: Governance is defined in the Project Charter and is being executed effectively by the Project Leadership, Executive Sponsors, Steering Committee, and JISC.

Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Scope	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: Scope is being managed effectively through the Requirements Traceability Matrix, Tyler contract deliverables, and the Project Change Management process.



Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Schedule	Risk Being Addressed	Risk Being Addressed	Risk Being Addressed
Urgency:	Urgent Consideration			

Observation/Risk – Lack of Schedule Decomposition and Integration: Successful on-time delivery of the SC-CMS Project requires the ability to estimate and plan the work required to complete the project, monitor the plan as the project progresses, and make adjustments to keep the project on track to meet the pilot go-live date of June 2015.

In order to ensure adequate tracking of the SC-CMS, Tyler, and AOC integration and infrastructure efforts, it is necessary to have (1) project schedules that are at a level of detail adequate to determine resource requirements to achieve timing commitments and (2) an integrated view of the schedules that provides a level of confidence that dependencies between and among the individual projects are being tracked and coordinated so that the overall combined efforts are on-track for timely completion.

Impact: If project work is not adequately identified and tracked, the amount of work to complete project activities may be underestimated or resources may be over-allocated. If inaccurate estimates are not identified until late in a work activity, a delay in the completion of those components could result in a delay of the SC-CMS pilot go-live date or a reduction in scope or quality. Additionally, lack of identifying dependencies between work activities may result in delayed milestones or unintentional misrepresentation of scheduled activities.

Recommendation:

We agree with the approach being taken by the SC-CMS Project Team AOC to continue to work with AOC project managers and stakeholders to:

- Review and identify all work required to launch the pilot site including: requirements, design, development, conversion, testing (unit, system, integration, performance, User Acceptance Test), county readiness, training, support, deployment, work performed by the CUWG, Business Analysts, CBO, SC-CMS project team, integration project teams, AOC testing team, AOC Maintenance and Operations team, AOC infrastructure team, counties, end-users, and Tyler.
- Develop reasonable estimates for the identified work.
- Identify dependencies between various work efforts.
- Allocate resources based on capacity.
- Avoid compromising quality of work activities by shortening them to meet previously published milestone dates.



We further recommend that the project consolidate all of the integration tracking sheets and schedules into one comprehensive project schedule used to estimate and track the integration effort. The integration tasks should be prioritized in terms of the manual effort required to maintain the data and focus be given to the integrations that will reduce the most manual effort at Go-Live.

Status: Efforts to identify the work required to complete integration and develop activity estimates continued in January. The AOC PMO has allocated a resource to assess the remaining integration work. Based on preliminary estimates, some integration activities will likely have to be extended several months. It is not yet clear what impact the extension of integration work will have on the overall project schedule and on the pilot go-live date. Additional technical and testing resources have been allocated to integration activities to mitigate the schedule risk.



Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Budget	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A	No Risk Identified	No Risk Identified	No Risk Identified

Observation: When information/results are available from the Pilot County implementation, the Steering Committee will reassess the local cost framework, potentially revise the framework based on the Pilot County experience, and then make a recommendation to the JISC for cost sharing between the State and the local levels for the next phase of SC-CMS.

Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Project Communications	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A	No Risk Identified	No Risk Identified	No Risk Identified

Observation: The project utilizes several approaches to communicate information to project stakeholders. Project status is communicated to AOC management, project team members, and other AOC stakeholders in multiple weekly meetings. Project Steering Committee Meetings are conducted monthly. Information is provided to representatives of the Judges, Clerks, and Administrators associations who pass information to the association members through their normal communication paths.

Status: The SC-CMS project publishes a weekly status report. Tyler provides a monthly status report.

Recommendation: Although there are multiple approaches to communicating project status and organizational change management information, it would be advisable for the project to conduct periodic surveys to determine the effectiveness of the various forms of communication being utilized. Effectiveness could be measured by gauging the project-related knowledge of internal and external stakeholders at all levels. Based on the results of surveys, approaches to project communications can be revised. Some approaches may be eliminated if they are found to be ineffective, or supplemental communications may be necessary to augment the current forms of communications.



Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Staffing and Project Facilities	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A	No Risk Identified	No Risk Identified	No Risk Identified

Observation: The project added a testing resource in January.

Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Change Management	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A	No Risk Identified	No Risk Identified	No Risk Identified

Observation: The scope and budget have been baselined. All requests for changes to scope or budget will go through the SC-CMS change management process. Many of the work activities in the project schedules have not been baselined.



Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Risk Management	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: The project is identifying and tracking risks at an adequate level.

Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Issue Management	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: The project is identifying and tracking issues at an adequate level.

Category:	Project Management and Sponsorship	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Quality Management	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: The project team has developed a Quality Management Plan.



Category:	People	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Stakeholder Engagement	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: Stakeholder engagement and organizational change management activities are underway.

Category:	People	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Business Processes / System Functionality	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: Process flows that represent the current state of court business processes have been developed and reviewed by the CUWG. The business processes will be utilized in upcoming configuration activities to identify how Washington courts processes will be supported by Odyssey. The initial set of business processes will be focused on the Pilot County. Configuration of Odyssey for state processes and pilot county processes was completed in December.



Category:	People	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Contract Management / Deliverables Management	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation/Risk: The list and schedule of vendor deliverables are identified in the Tyler contract and are being managed by the project team.

Category:	Application	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Application Architecture	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: Application architecture has been developed and documented and is being implemented in the various project activities.



Category:	Application	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Requirements Management	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A			

Observation: The project's business analysts have loaded the SC-CMS requirements into the Rational Requirements Composer (RRC) requirements management tool that is being used to document requirements and for traceability. The CBO and CUWG will document Use Cases for the To-Be processes as needed.



Category:	Application	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Application Interfaces	Risk Being Addressed	Risk Being Addressed	Risk Being Addressed
Urgency:	Urgent Consideration			

Observation/Risk: In previous reports, we had identified a concern that software components required to integrate Odyssey with other AOC and state systems would not be completed on schedule.

Impact: See Schedule impact above.

Recommendation: See Schedule recommendation above.

Status: See Schedule status above.



Category:	Data	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Data Preparation	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A	No Risk Identified	No Risk Identified	No Risk Identified

Observation: The AOC Data Quality Coordinator will coordinate preparation of data in AOC and local court applications. One of the activities is the development of a data profiling report which will identify anomalies in data stored in Judicial Information System (JIS).
The AOC System Support Technician will prepare and extract SCOMIS data for each superior court and county clerk office in the format that Tyler can import into Odyssey.

Status: AOC has begun identifying candidate areas in JIS that will be the focus of data cleansing activities. One of the areas of focus will be person data.

The Pilot County has communicated that it would like the opportunity to clean up its data prior to going live.

Category:	Data	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Data Conversion	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A	No Risk Identified	No Risk Identified	No Risk Identified

Observation: Conversion activities for the Pilot County continued in January.



Category:	Infrastructure	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Statewide Infrastructure	No Risk Identified	Risk	Risk
Urgency:	Serious Consideration			

Observation: AOC has been requested to assess the viability of migrating server and network equipment currently residing in the AOC data center to the state data center as part of the state data center consolidation initiative. The initiation of a project to migrate the AOC data center to the state data center *during the SC-CMS implementation* would create a significant risk to the success of the SC-CMS project. The pilot county go-live date for the SC-CMS project is June 2015, with early-adopter counties scheduled for the following November and the remaining counties through 2018. The implementation for the pilot and early-adopter counties is very compressed with no schedule contingency.

Impact: A data center migration would result in two significant impacts to the SC-CMS project. First, the planning and execution of a data center migration would consume resources allocated to the SC-CMS implementation resulting in the delay of project deliverables and milestones that could impact the go-live dates for county implementations. The other potential impact would be to the availability of the statewide network or the availability of web, application, or data servers due to operational problems associated with a data center migration including performance, network, data, or security problems.

Recommendation: The SC-CMS project has very high visibility to the judicial, legislative, and executive branches of the state government. All unnecessary risks to the on-time completion of the SC-SCM project should be avoided to ensure the successful implementation of the new case management system.



Category:	Infrastructure	Nov 2014	Dec 2014	Jan 2015
Area of Assessment:	Local Infrastructure	No Risk Identified	No Risk Identified	No Risk Identified
Urgency:	N/A	No Risk Identified	No Risk Identified	No Risk Identified

Observation: The project team has begun discussions with the pilot county on local infrastructure readiness activities. The project meets with the pilot county weekly, via a conference call, to discuss any questions or issues.



Part 3: Review of *bluecrane* Approach

We began our Quality Assurance engagement for the AOC SC-CMS Project by developing an understanding of the project at a macro level. We started by analyzing the following five “Project Areas”:

- ***Project Management and Sponsorship***
- ***People***
- ***Application***
- ***Data***
- ***Infrastructure***

It is not our practice to duplicate Project Management activities by following and analyzing each task and each deliverable that our clients are tracking in their project management software (such as Microsoft Project). Rather, we identify those groups of tasks and deliverables that are key “signposts” in the project. While there are numerous tasks that may slip a few days or even weeks, get rescheduled, and not have a major impact on the project, there are always a number of significant “task groups” and deliverables which should be tracked over time because any risk to those items – in terms of schedule, scope, or cost – have a potentially significant impact on project success.

We de-compose the five Project Areas listed above into the next lower level of our assessment taxonomy. We refer to this next lower level as the “area of assessment” level. The list of areas of assessment grows over the life of the project. The following list is provided as an example of typical areas of assessment:

- ***Project Management and Sponsorship***
 - Governance
 - Scope
 - Schedule
 - Budget
 - Communication
 - Staffing and Project Facilities
 - Change Management
 - Risk Management
 - Issue Management
 - Quality Management
- ***People***
 - Stakeholder Engagement
 - Business Processes/System Functionality
 - Vendor Procurement



- Contract Management/Deliverables Management
- Training and Training Facilities
- Local Court Preparation
- User Support
- **Application**
 - Application Architecture
 - Requirements Management
 - Implementation
 - Application Interfaces
 - Application Infrastructure
 - Reporting
 - Testing
 - Tools
- **Data**
 - Data Preparation
 - Data Conversion
 - Data Security
- **Infrastructure**
 - Statewide Infrastructure
 - Local Infrastructure
 - Technical Help Desk

For each area of assessment within a Project Area, we document in our QA Dashboard our observations, any issues and/or risks that we have assessed, and our recommendations. For each area we assess activities in the following three stages of delivery:

- **Planning** – is the project doing an acceptable level of planning?
- **Executing** – assuming adequate planning has been done, is the project performing tasks in alignment with the plans the project has established?
- **Results** – are the expected results being realized? (A project that does a good job of planning and executing those plans, but does not realize the results expected by stakeholders, is a less than successful project. Ultimately, *results are what the project is all about!*)



Assessed status is rated at a macro-level using the scale shown in the table below.

Assessed Status	Meaning
Extreme Risk	Extreme Risk: a risk that project management must address or the entire project is at risk of failure; these risks are “show-stoppers”
Risk	Risk: a risk that is significant enough to merit management attention but not one that is deemed a “show-stopper”
Risk Being Addressed	Risk Being Addressed: a risk item in this category is one that was formerly red or yellow, but in our opinion, is now being addressed adequately and should be reviewed at the next assessment with an expectation that this item becomes green at that time
No Risk Identified	No Risk Identified: “All Systems Go” for this item
Not Started	Not Started: this particular item has not started yet or is not yet assessed
Completed or Not Applicable	Completed/Not Applicable: this particular item has been completed or has been deemed “not applicable” but remains a part of the assessment for traceability purposes.

We recognize that simultaneously addressing all risk areas identified at any given time is a daunting task – and not advisable. Therefore, we prioritize risk items in our monthly reports as:

1. Very Urgent Consideration
2. Urgent Consideration
3. Serious Consideration

Given the current phase of the SC-CMS Project, these priorities translate to:

1. Very Urgent Consideration – Potential Impact to Configuration of the System
2. Urgent Consideration – Potential Impact to Project’s Readiness for Implementation
3. Serious Consideration – Potential Impact to the Successful Management of the Project



Rating risks at the macro-level using the assessed status and urgency scales described above provides a method for creating a snapshot that project personnel and executive management can review quickly, getting an immediate sense of project risks. The macro-level ratings are further refined by describing in detail what the risk/issue is and what remedial actions are being taken/should be taken to address the risk/issue. The result is a framework for AOC SC-CMS management to evaluate project risks – in terms of business objectives and traditional project management tasks.

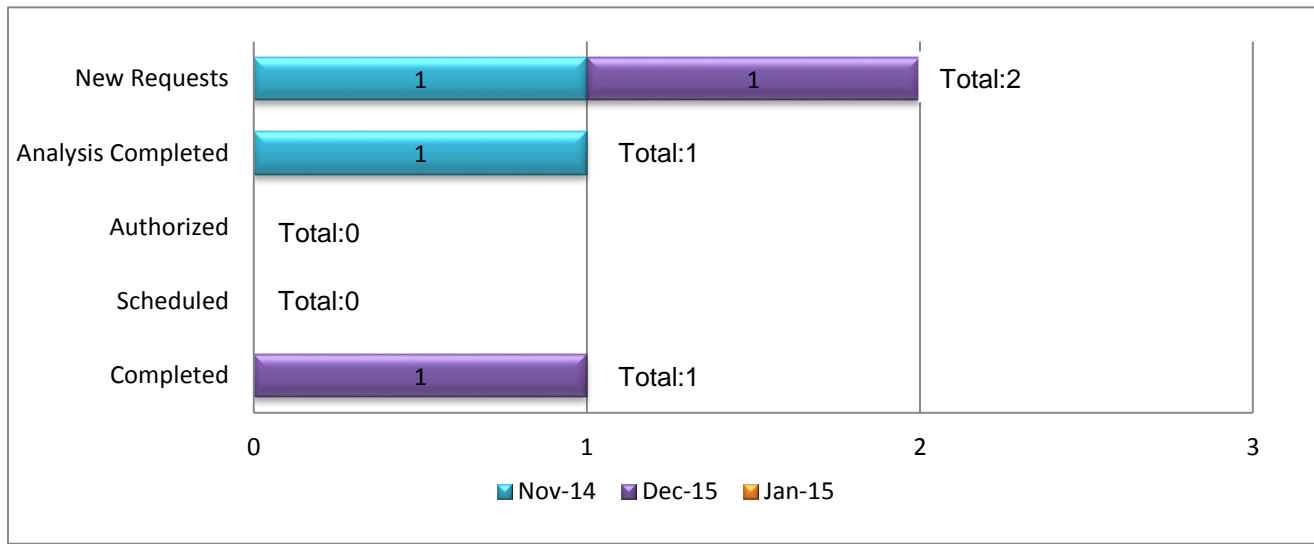
We summarize the *bluecrane* QA Dashboard in Part 1 of our monthly report for review with client executives and project management. Part 2 of our monthly report provides the detailed QA Dashboard with all of the elements described above.

Completed JIS IT Governance Requests

None

Status Charts

Requests Completing Key Milestones



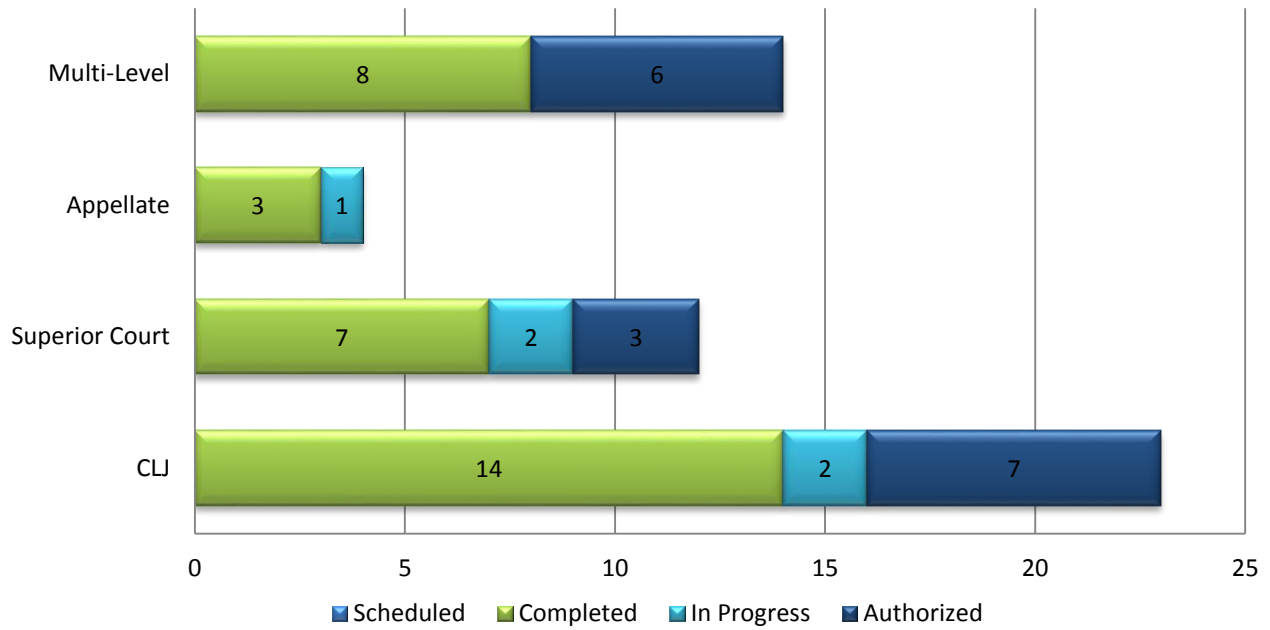
Current Active Requests by:

Endorsing Group		
Court of Appeals Executive Committee	1	District & Municipal Court Management Association 13
Superior Court Judges Association	3	Data Management Steering Committee 0
Washington State Association of County Clerks	2	Data Dissemination Committee 2
Washington State Association of Juvenile Court Administrators	4	Codes Committee 5
District & Municipal Court Judges Association	3	Administrative Office of the Courts 7
Misdemeanant Corrections Association	1	

Court Level User Group	
Appellate Court	1
Superior Court	6
Courts of Limited Jurisdiction	11
Multi Court Level	9

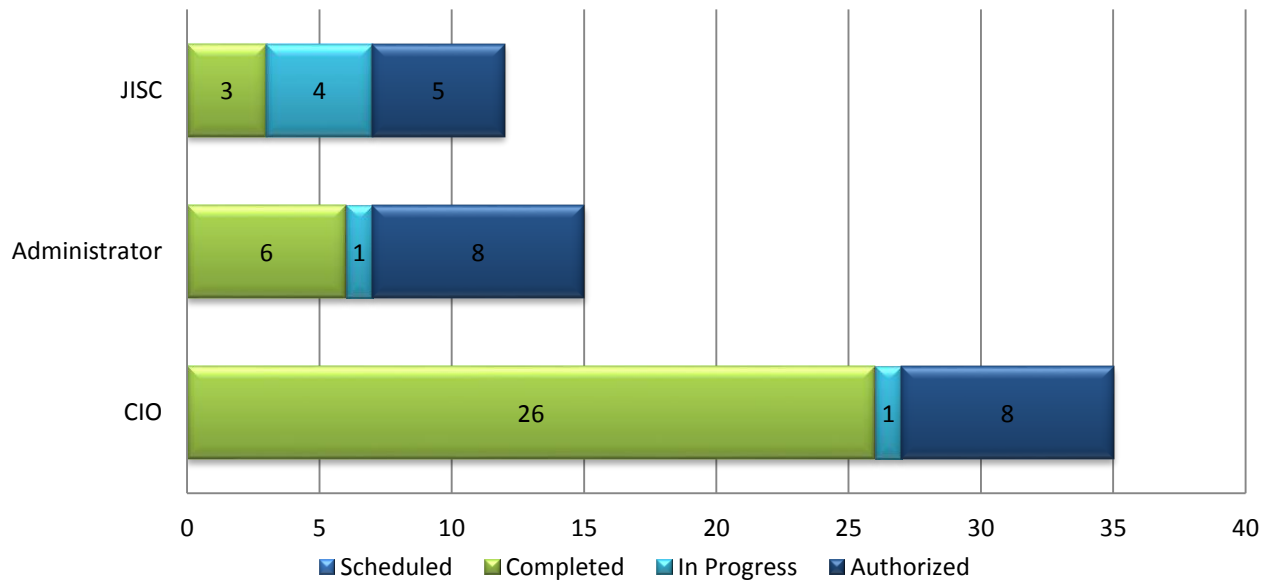
Status of Requests by CLUG

Completions Since ITG Inception



Status of Requests by Authorizing Authority

Completions Since ITG Inception



JISC Priorities					
Priority	ITG #	Request Name	Status	Approving Authority	CLUG Importance
1	002	Superior Court Case Management System	In Progress	JISC	High
2	045	Appellate Court ECMS	In Progress	JISC	High
3	041	CLJ Revised Computer Records and Destruction Process	In Progress	JISC	High
4	102	Request for new Case Management System to replace JIS (ITG 174 – CLJ Probation Case Management Included)	In Progress	JISC	High
5	027	Expanded Seattle Municipal Court Case Data Transfer	Authorized	JISC	High
6	062	Automate Courts DCXT Table Entries	Authorized	JISC	Medium
7	007	SCOMIS Field for CPG Number	Authorized	JISC	High
8	026	Prioritize Restitution recipients	Authorized	JISC	Medium
9	031	Combine True Name and Aliases for Timepay	Authorized	JISC	Medium

Appellate CLUG Priorities

Priority	ITG #	Request Name	Status	Approving Authority	CLUG Importance
1	045	Appellate Courts ECMS	In Progress	JISC	High

Superior CLUG Priorities

Priority	ITG #	Request Name	Status	Approving Authority	CLUG Importance
1	107	PACT Domain 1 Integration	Authorized	Administrator	High
2	007	SCOMIS Field for CPG Number	Authorized	JISC	High
3	158	Implementation of MAYSI-2	Authorized	CIO	High

Non-Prioritized Requests

N/A	002	Superior Court Case Management System	In Progress	JISC	High
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Courts of Limited Jurisdiction CLUG Priorities

Priority	ITG #	Request Name	Status	Approving Authority	CLUG Importance
1	102	New Case Management System to Replace JIS	In Progress	JISC	High
2	174	CLJ Probation Case Management System	Awaiting Auth.	CIO	High
3	027	Expanded Seattle Muni Case Data Transfer	Authorized	JISC	High
4	041	CLJ Revised Computer Records Retention and Destruction Process	In Progress	JISC	High
5	106	Allow Criminal Hearing Notices to Print on Plain Paper and Allow Entries	Awaiting Authorization	Administrator	Medium
6	032	Batch Enter Attorneys to Multiple Cases	Authorized	CIO	Medium
7	068	Full Print on Docket Public View	Authorized	Administrator	Medium
8	046	CAR Screen in JIS	Authorized	CIO	Medium
9	031	Combine True Name & Aliases for Time Pay	Authorized	JISC	Medium
10	026	Prioritize Restitution Recipients	Authorized	JISC	Medium

Multi Court Level CLUG Priorities					
Priority	ITG #	Request Name	Status	Approving Authority	CLUG Importance
1	152	DCH and Sealed Juvenile Cases	Authorized	CIO	High
2	178	Race & Ethnicity Data Fields	Authorized	Administrator	Medium
3	116	Display of Charge Title Without Modifier of Attempt	Authorized	Administrator	Medium
4	062	Automate Courts DCXT Table Entries	Authorized	JISC	Medium
5	141	Add Bond Transferred Disposition Code	Authorized	CIO	Medium
Non-Prioritized Requests					
N/A	003	Imaging and Viewing of Court Documents	Authorized	Administrator	Not Specified