252 - Appellate Electronic Court Records

[History]

Request Status Summary

Request Status Awaiting Authorization

Request Detail

Requestor Name:
Johnson, Richard D

Origination Date:
03/05/2018

Requestor Email:
richard.johnson@courts.wa.gov

Requestor Phone:
206-464-5871

Recommended Endorser:
Appellate Courts Endorsing Group

Request Type: Change or Enhancement

Which Systems are affected? Appellate Court System (ACORDS)

Other affected Systems / Business Processes Appellate ECMS

Business Area: Records Management

Communities Impacted: Appellate Court Judges Appellate Court Clerks Public and Other Users

Impact if not Resolved: High

Impact Description:

Failure to fund expansion of the Appellate ECMS application to establish Appellate Electronic Court Records will result in the continuation of manual, paper based processes, increased litigant costs, and reduced public access.

Request Attachments

Appellate ECMS Project - Strategic Planning Outline Adopted 7-2017.docx

What is the Business Problem or Opportunity

This request involves appellate records and case management. The Appellate ECMS project was implemented during the 17 - 19 biennium, replacing three independent internal document management systems in the Court of Appeals and introducing a document management system in the Supreme Court. The implementation of the OnBase document management system in the appellate courts has establshed a common internal document management system for the Washington Appellate Courts.

The legislature has approved funding for further development of the internal system during fiscal year 2019. The supplemental funding for FY19 will support further development of case processing and calendaring workflows in the Court of Appeals and Supreme Court.

This ITG request is an extension of these efforts. The request for funding for Appellate Electronic Court Records envisions the use of the OnBase Document Management System to support the transition of the offical appellate court record from a paper based case file to an electronic case file. This transition has been made at the trial court level in many jurisdictions accross the state and is critical to further case processing efficiencies, improved services, and access to appellate court records.

The successful transition to Appellate Electronic Court Records will result in mandatory electronic filing by attorneys, creating internal operational efficiencies, as well as improved access to court employees, litigants, lawyers. justice partners, and ultimately the public.

Funding is requested to further develop Appellate ECMS application to facilitate statewide appellate electronic court records, implement comprehensive case processing workflows, enhance access to appellate records, and establish the infrastructure and archiving platforms to ensure system stability and appellate court records retention and management.

Expected Benefit:

Funding and implementation of a statewide appellate electronic court records application will enhance and improve appellate court case processing, create internal case processing efficiencies, reduce appellate case processing delays, improve access to appellate court records for all courts, the bar, litigants, and the public.

In addition to the benefits realized by court participants and the public, the elimination of manual, paper based case processing will reduce storage costs, improve internal case processing through electronic workflows, and expedite the opinion filing and distribution processes.

Any Additional Information:

This request is being submitted in accordance with the Appellate ECMS Project Strategic Plan adopted by the Appellate ECMS Executive Steering Committee on July 31, 2017 (see attached).

Endorsement Detail

Endorsing Committee

Appellate Courts Endorsing Group

Endorser Name:

Stephens, Debra L.

Origination Date:

03/07/2018

Endorser Email:

debra.stephens@courts.wa.gov

Endorser Phone:

360-357-2050

Endorsing Action: Endorsed

AOC Analysis Detail

Analysis Date: 04/05/2018

Request Rationale

Aligns with JIS Business Priorities, IT Strategies & Plans:	Yes
Aligns with applicable policies and with ISD Standards:	Yes
Breadth of Solution Benefit:	Wide

Cost Estimates

Cost to Implement?	$2,104,000
Feasibility Study needed?	No

Court Level User Group

Request Summary:

This request is to transition Washington State official appellate court case records from a paper based file to an electronic file by 2021 to further case processing efficiencies, improved services, and access to appellate court records.

Business Impacts:

Implementation of a statewide appellate electronic court records application will enhance and improve appellate court case processing, create internal case processing efficiencies, reduce appellate case processing delays, improve access to appellate court records for all courts, the bar, litigants, and the public. In addition to the

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Approving Authority JISC

benefits realized by court participants and the public, the elimination of manual, paper based case processing will reduce storage costs, improve internal case processing through electronic workflows, and expedite the filing and distribution processes.

Summary of Proposed Solution

Enhancements to appellate ECMS. Appellate ECMS requires several capabilities to support the business of appellate courts.

Improvements to documents access. The solution will implement capabilities to improve access to the appellate court documents to all stakeholders.

Mission critical system analysis and enhancements. The AC-ECMS system is mission critical to the business of appellate courts. It requires enhancements to infrastructure and architecture to enable its operation.

Proposed Solution

Reference attached analysis.

Additional Systems Affected

Appellate Court System (ACORDS)
Other

Communities Impacted

Appellate Court Judges
Appellate Court Clerks
Public and Other Users

AOC Analysis Attachments

252 Analysis - Appellate Electronic Court Records.pdf

Confirmation of Endorsing Action Detail

Endorsing Committee

Appellate Courts Endorsing Group

Endorser Name:

Dunn, Curtis

Origination Date:

04/05/2018

Endorser Email:

Curtis.Dunn@courts.wa.gov

Endorser Phone:

360-704-4045

Endorsing Action: Endorsed

Endorser's Explanation and Comments

Business Liason Curtis Dunn endorsing upon behalf of Justice Stephens.

Court Level User Group Decision Detail

CLUG Appellate Courts

Chair of Group Justice Stephens

Scoring Detail

Date of Decision	04/05/2018	In making their decision, detailed score values were not provided by Appellate Courts.
Decision		
Decision to Recommend for Approval	Unamimously recommended to the approving authority	
Priority Processing Status	Prioritized	

Additional Notes

Business Liason Curtis Dunn approving upon behalf of Justice Stephens.