62 - Automate Courts DCXT Table Entries

[History]

Request Status Summary

Request Status	Authorized
JISC Priority	5
Clarity Project ID:	PRJ-00136
Status Comment	Authorized by the JISC on May 4th, 2012.

Request Detail

Requestor Name:
Winn, Janice

Origination Date:
12/28/2010

Requestor Email:
janice.winn@courts.wa.gov

Requestor Phone:
360-705-5323

Recommended Endorser:
District and Municipal Court Management Association

Request Type:	Change or Enhancement
Which Systems are affected?	Judicial Information System (JIS)
Business Area:	Accounting
Communities Impacted:	CLJ Managers
Impact if not Resolved:	High

Impact Description:

- Courts continue manual entries that are time intensive
- Possible loss of Revenue to JIS Fund and State Accounts

Request Attachments

DCXT Table.pdf
DCXT Worksheet for CLJ.pdf
DCXT Worksheet for SC.pdf
ITG REQUEST- DCXT.pdf

What is the Business Problem or Opportunity

- Courts have to update their DCXT tables manually for every new BARS Code released due to new legislation.
- This involves detailed and time intensive work for the court.
- This involves detailed and time intensive work for Customer Services accounting staff.
- For every BARS Code, there can be four to nine sub-accounts that need to be set up under each new BARS Code with its own remittance BARS Code. This work is multiplied by however many jurisdictions a court may have.
  For Example: Updates to the DCXT Tables are due by 01/01/2011 as follows, 17 new BARS Codes with four sub-accounts each, two BARS Codes with seven sub-accounts and one BARS Code with three sub-accounts for a total of 85 table entries per each court's jurisdictions.
- Courts may enter incorrect remittance BARS Codes redirecting the money from the intended accounts.
- Some courts do not set up their DCXT table so money is not directed to the correct accounts. Sub-account money dedicated for JIS Fund and other state accounts would show as local money.

Expected Benefit:

- Save the court time – no manual entries needed
- JIS Fund would receive proper revenue
- State Accounts would receive proper revenue

Any Additional Information:

Other Communities Impacted:

County Clerks

State Agencies funded by legislative assessments

AOC - JIS Fund and forensic accounting

Other parties for input - Ramsey Radwan AOC

Endorsement Detail

Endorsing Committee
District and Municipal Court Management Association

Endorsing Action: Endorsed

Endorser Name:
Vance, Aimee R

Origination Date:
01/03/2011

Endorser Email:
avance@ci.kirkland.wa.us

Endorser Phone:
425-587-3163

AOC Analysis Detail

Analysis Date:	09/15/2011
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?	735 hours
Feasibility Study needed?	No
Court Level User Group	
Multi-level CLUG	
Approving Authority	JISC

Request Summary:

This request seeks to automate the process for updating the County Department Cross Reference (DCXT) tables. Courts have to manually update their DCXT tables for every new Budgeting, Accounting and Reporting System (BARS) Code established due to new legislation. Errors occur in this process which can lead to misdirected funds.

Business Impacts:

Implementing this request would save court staff time by eliminating manual entries. In addition it would help ensure that the JIS

fund and other state funds receive the proper revenue.

Summary of Proposed Solution

The Administrative Office of the Courts (AOC) would implement an enhancement to the Judicial Information System to automate the update of BARS codes for local courts.

Proposed Solution

AOC would develop four new views of the BARS Code/Sub-Account Remittance BARS Codes for data maintenance activities. The views may be implemented as either a one screen solution or in a four screen solution. AOC prefers the one screen solution and will implement it if it is determined to be feasible.

Additional Systems Affected

Judicial Information System (JIS)

Communities Impacted

County Clerks
CLJ Managers

AOC Analysis Attachments

Analysis of ITG Request 062 - Automate Courts DCXT Table Entries.docx

Confirmation of Endorsing Action Detail

Endorsing Committee
District and Municipal Court Management Association

Endorsing Action: Endorsed

Endorser Name:
Vance, Aimee R

Origination Date:
12/12/2011

Endorser Email:
avance@ci.kirkland.wa.us

Endorser Phone:
425-587-3163

Court Level User Group Decision Detail

CLUG Multi-level CLUG

Scoring Detail	Score / Possible

Chair of Group	Rich Johnson
Date of Decision	03/07/2012
Decision	
Decision to Recommend for Approval	Unamimously recommended to the approving authority
Priority Processing Status	Prioritized
Ranking	
Request Priority	1
Request Importance	Medium

Business Value	10 / 10
Relative Priority	7 / 10
Cost	3 / 5
Complexity/Level of Effort	9 / 10
Risk	5 / 5
Benefit / Impact	5 / 5
Impact of Doing Nothing	3 / 5
Total Score	42 / 50

Implementation Detail

Analysis Date:	
Implementation Stage	Authorized
Prioritization Option:	Prioritized

Comments:

Authorized by the JISC on May 4th, 2012.