Courts of Limited Jurisdiction Case Management System (CLJ-CMS)

Project Update

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CLJ-CMS Project Manager

June 25, 2021

Project Scope

Three components:

- eFiling - Odyssey File and Serve (OFS)
- Odyssey Case Management System (CMS)
- Tyler Supervision (TSUP)

Recent eFiling Project Activity

- Pilot court go-live date moved from June 9, 2021 to July 2021 due to integration issues w/JIS
- Decisions made by the Project Steering Committee regarding eFiling:
  - eFiling for civil cases mandatory and fees will apply
  - Courts must implement OFS as scheduled
  - A court with an integrated eFiling and document management system may request a delay.
    - Yakima County District Court granted a delay

eFiling Outreach

- Conducted eFiling Kick-off meetings:
  - ✓ Pilot – January 2021
  - ✓ Region 1 – May 21, 2021
  - ✓ Region 2 – June 5, 2021
  - ✓ Region 3 – June 12, 2021
  - ✓ Region 4 – June 1, 2021
  - ✓ Region 5 – June 16, 2021
  - Region 6 - June 30, 2021
- Began weekly check-in meetings with Regions

Recent CMS Project Activity

- ✓ Completed installation of Odyssey 2019 to AOC servers
- ✓ Completed Financials Configuration
- ✓ Completed Calendaring Configuration
- ✓ Completed Disposition Processing Configuration
- ✓ Completed Security Workshop
- ✓ Completed Forms Workshop
- ✓ Received Requirements Traceability Matrix from Tyler
    - Currently reviewing the document

Project Outreach

- ✓ Presented at spring DMCMA conference
- ✓ Presented at spring MPA conference
- ✓ Project Steering Committee Leadership presented at spring DMCJA conference

Work in Progress

- Reviewing the traceability matrix to verify accuracy in preparation for acceptance
- Reviewing all Project Design Documents to verify accuracy
  - 39 identified development projects
- Continuing configuration of CLJ-CMS Odyssey
- Weekly eFiling check in meetings with all regions to prepare for go-live events

Active Project Issues – June 2021

Active Issues Status	
Risk	**Mitigation**
eFile Project Delay – The eFile go-live for pilot courts was scheduled for June 9, 2021. This date has been pushed back to July 25, 2021 due to technical issues.	(June 9, 2021) The delay will be communicated to the pilot courts and local bar associations. eFiling will go live for the pilot courts on July 25, 2021 and there will be no impact to the Region 1 courts
eFile JIS Integration – The integration with JIS is significantly more complex than expected	(June 9, 2021) The eFile to JIS integration took significantly longer than expected. The AOC technical team has completed the integration and is sending the solution to Tyler Technologies to complete the certification process.
eFile fees – Several courts have reached out with comments surrounding the eFile fees. Specifically that they believe that the fees shouldn't be charged.	(June 9, 2021) The PSC made a decision to make eFiling in criminal cases optional which reduces the need for fees in those cases. The local bar associations and courts are still objecting, stating that the fees should never be charged. AOC is working with the PSC to consider options.

Active Project Risks – June 2021

Total Project Risks			
Low Risk	Medium Risk	High Risk	Closed
2	3	8	16

High Risks Status		
Risk	Probability/Impact	Mitigation
Local Rule – In order for eFiling to be mandatory courts need to enact a local rule. Some courts could choose not to enact the rule or make eFiling mandatory.	Likely/High	(June 9, 2021) The DMCMA/DMCJA are encouraging their associations to enact the rule.
Legality of charging for filings on cases – A question was posed if it was legal to charge for filings on cases.	Likely/High	(April 13, 2021) The PSC made a decision to make eFiling on criminal cases optional with a fee charged if used. AOC is considering a legal analysis on the questions raised.

Active Project Risks – June 2021

High Risks Status		
Risk	Probability/Impact	Mitigation
Tyler Supervision – Tyler has not done a statewide implementation of their new Supervision module. Previous implementations have always been with individual probation departments.	Likely/Major	(February 17, 2021) AOC PM and Tyler PM are working closely to best align the process for a statewide implementation vs. an individual one.
Tyler Supervision/Odyssey Integrations – The two products are not yet seamlessly integrated.	Likely/Moderate	(February 17, 2021) AOC PM and Tyler PM meeting regularly to discuss what is necessary for integrations.
Local Integrations – Some courts have their own systems that they would prefer be integrated with Odyssey.	Moderate/Moderate	(September 22, 2019) Integrations to local court applications is out of scope for the CLJ-CMS project. The project team will work with the courts to provide solutions that don't involve an integration wherever possible.

Active Project Risks – June 2021

High Risks Status		
Risk	Probability/Impact	Mitigation
Performance Issues – It is possible that users will feel that Odyssey works less efficiently than the legacy system due to changing processes and procedures.	Moderate/Moderate	(September 22, 2019) Working with the SC Team to understand the perceived issues. Focusing on messages to the courts. Educating the courts on ways to work with the new system
IT Constraints – When users experience technical difficulties IT support is not as readily available as if the user was working in the office.	Moderate/Moderate	(September 22, 2020) If users experience issues, encourage them to reach out to IT support and request assistance. If additional support is required, work with the infrastructure team to help.
Equipment Funding – Additional funds may be needed to assist some courts with the local equipment purchases.	Moderate/Moderate	(September 22, 2020) If the CLJ-CMS project uses a similar funding model to the SC-CMS, then there are additional complexities to consider. There are significantly more CLJ courts which adds to the need.

Next Steps

Milestone	Date
eFiling – Pilot Court Go-Live	July 25, 2021
CMS – Clerk Edition Workshop Configuration	Start – June 28, 2021
Project – Acceptance of Requirements Traceability Matrix (RTM)	Est. June 30, 2021
Project – Acceptance of Project Design Documents (PDDs)	Est. June 30, 2021

Independent Quality Assurance Update

Mr. Allen Mills
Bluecrane, Inc.

June 25, 2021