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

Project Update

Garret Tanner
CLJ-CMS Project Manager

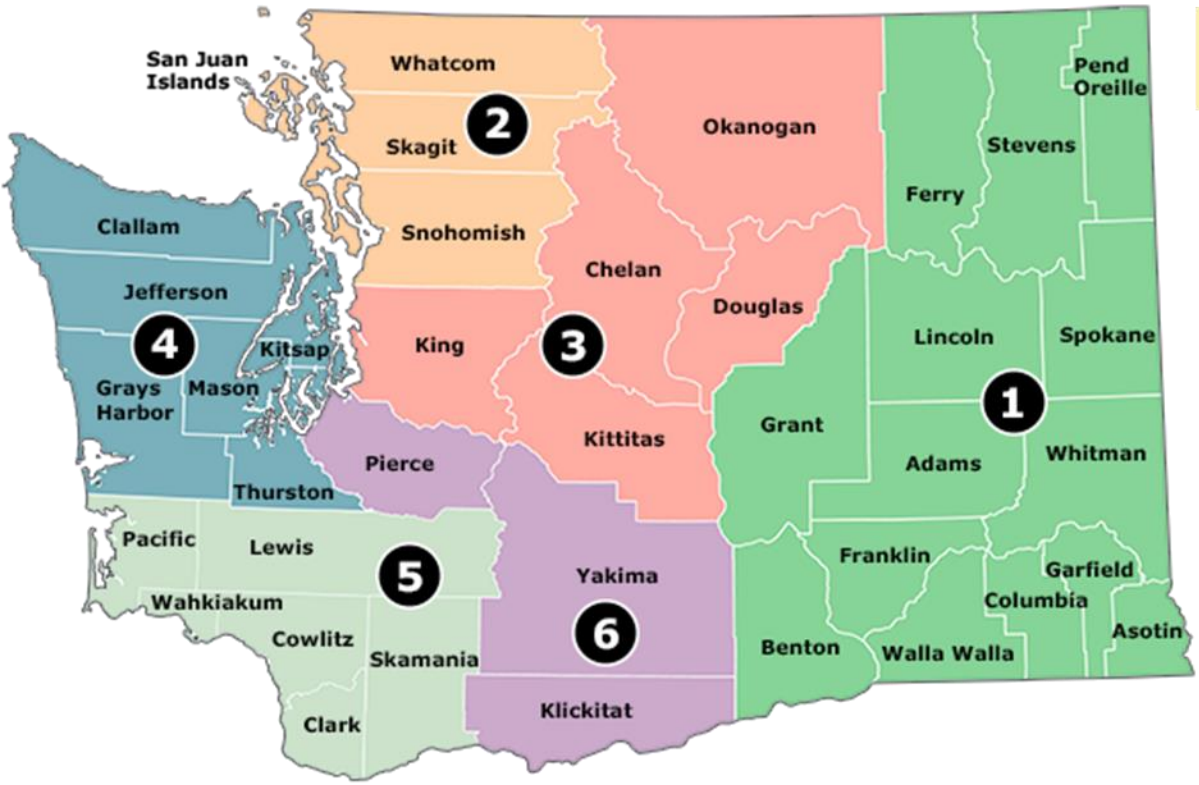
April 22, 2022

Project Scope

Three components:

- eFile & Serve (Odyssey File & Serve)
- Enterprise Justice (Odyssey)
- Enterprise Supervision (Tyler Supervision)

Project Timeline



Pilot Courts: October 2022
Pierce District, Tacoma Municipal,
Gig Harbor Municipal, Fircrest/Ruston Municipal

Phase 1: September 2023
Eastern Washington - Adams, Asotin, Benton, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, and Whitman

Phase 2: April 2024
North Washington - Island, San Juan, Skagit, Snohomish, and Whatcom

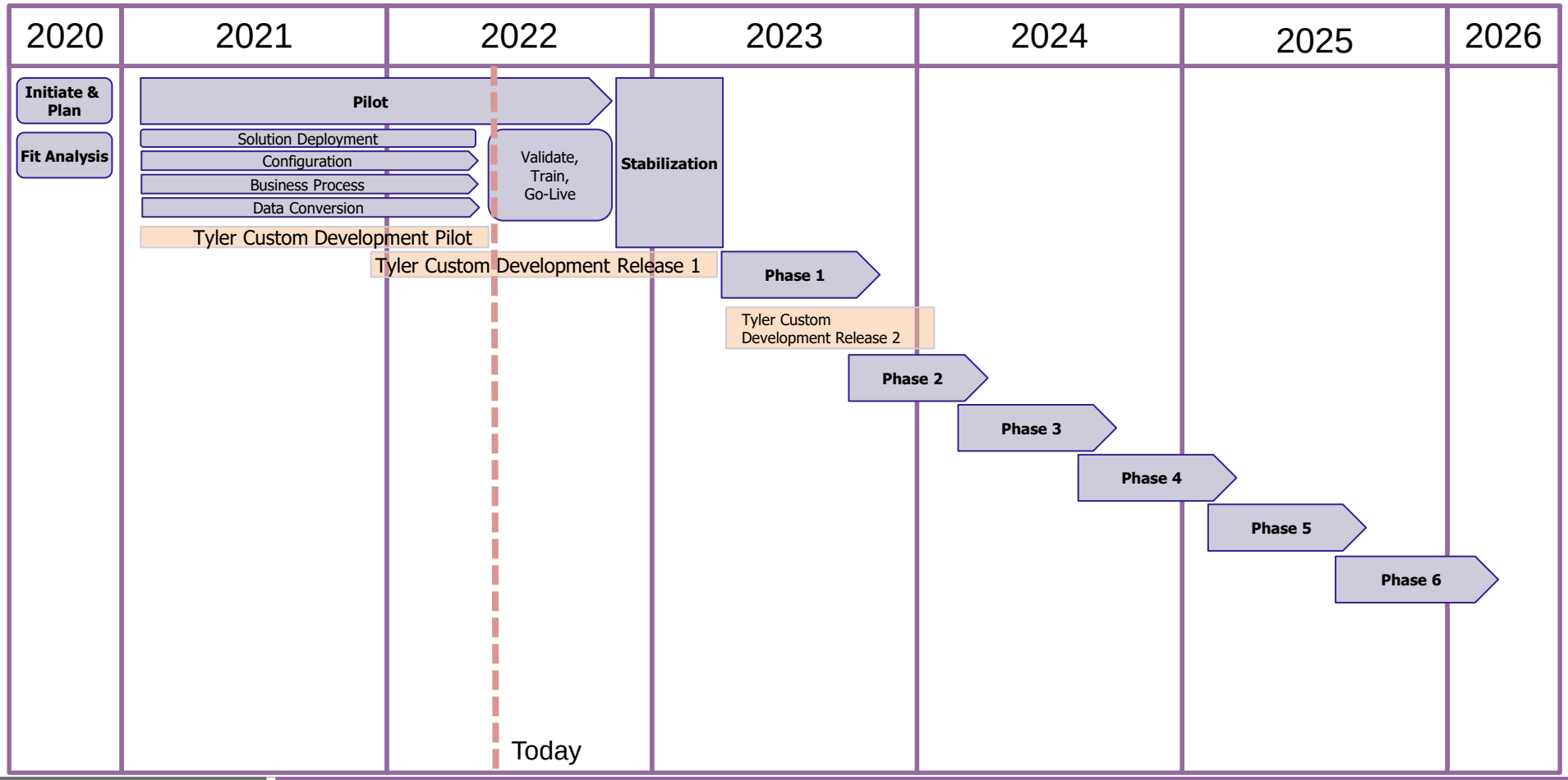
Phase 3: September 2024
North Central Washington - Chelan, Douglas, King Municipals, Kittitas, and Okanogan

Phase 4: March 2025
Western Washington - Clallam, Grays Harbor, Jefferson, Kitsap, Mason, and Thurston

Phase 5: August 2025
Southwest Washington - Clark, Cowlitz, Lewis, Pacific, Skamania, and Wahkiakum

Phase 6: January 2026
South Central Washington - Klickitat, remainder of Pierce Municipals, and Yakima

Project Timeline



Recent eFiling Project Activity

- ✓ eFiling was fully funded in the legislative budget as “ongoing”
  - AOC is working with Tyler Technologies to amend the contract based on this. eFiling will be rolled out to courts based on their phased implementation.

Recent CMS Project Activity

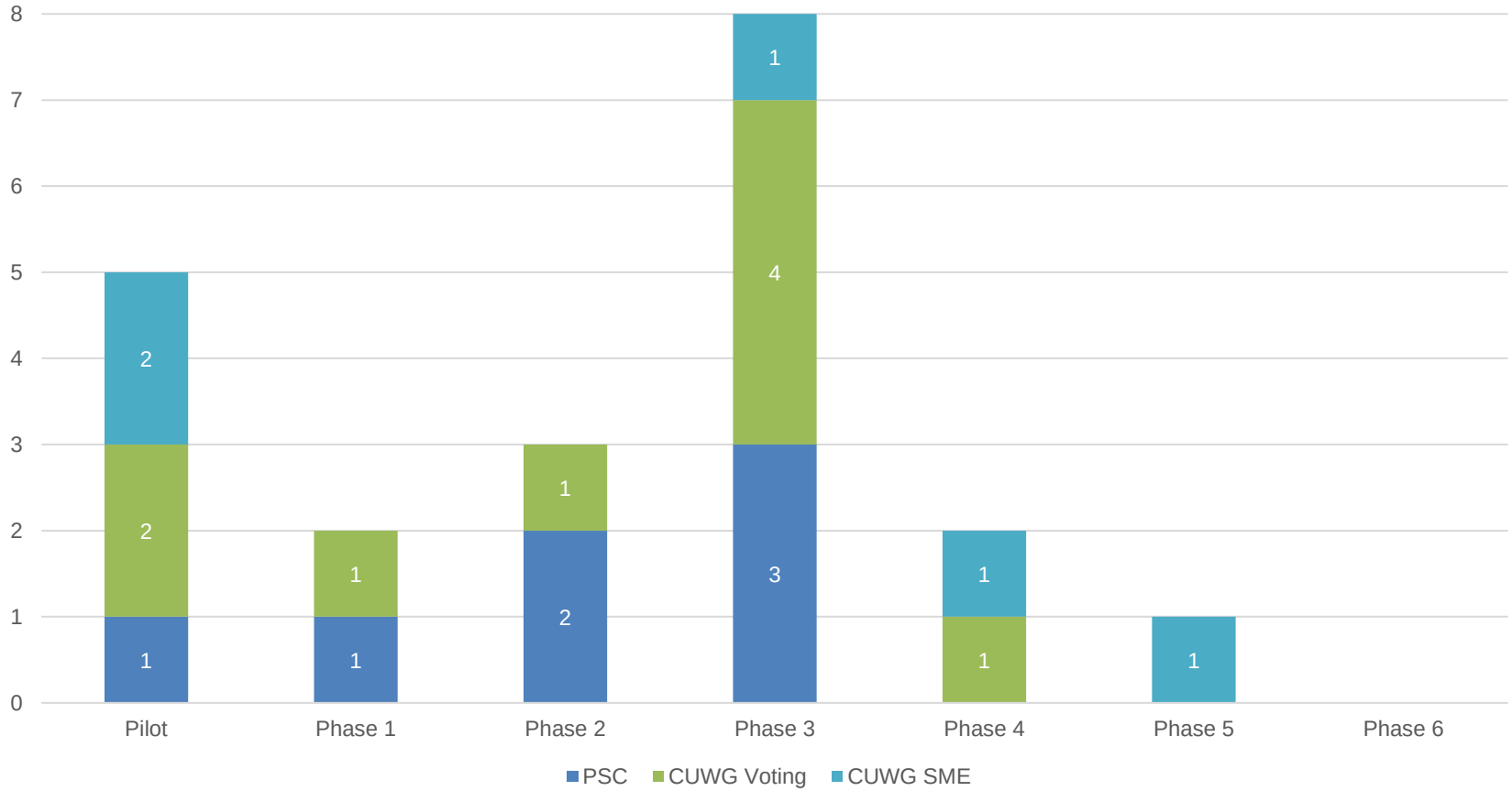
- ✓ Enterprise Justice 2022.1 upgrade applied to all environments
- ✓ Data Push 4 (of 5) completed
  - ❖ Data Review est. complete May 2
- Local configuration questionnaires expected back from pilot courts by April 30

Project Outreach

- ✓ Communications plan for Q2 & Q3 drafted
  - ❖ Working with pilot courts on staff readiness
  - ❖ Sharing pilot court progress & lessons learned

Project Outreach

Stakeholder Representation by Phase



Work in Progress

- Technical Sprint 15 continues
- Data validation for pilot release number 4 (of 5) in progress
- Testing Business Processes
- Preparing for Solution Validation

Active Project Risks – April 2022

Total Project Risks			
Low Risk	Medium Risk	High Risk	Closed
2	3	4	17

High Risks Status		
Risk	Probability/Impact	Mitigation
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.

Active Project Risks – April 2022

Active Risks Status	
Risk	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.	(April 5, 2022) DMCJA is championing a Statewide rule for mandatory eFiling. Pilot Courts will need to enact a local rule in the meantime.
Legality of charging for filings on cases – A question was posed if it was legal to charge for filings on cases.	(March 31, 2022) eFiling was fully funded during legislative session. This risk is **Closed** and will be removed.
Enterprise Justice version to be used – In November 2021, Tyler determined that Enterprise Justice 2019 would not be compatible with some of the mandatory requirements.	(February 1, 2022) In January the vendor formally recommend Enterprise Justice version 2022.1 be used for Pilot Court Go-Live, followed by an upgrade to version 2023.x ahead of Phase 1. Version 2022.1 has been installed on our Development environment and is currently being reviewed by our Quality Assurance and Business Analyst teams.

Active Project Risks – April 2022

High Risks Status		
Risk	Probability/Impact	Mitigation
Enterprise 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.
Enterprise Supervision/Enterprise Justice Integrations – The two products are not yet seamlessly integrated.	Likely/Moderate	(March 25, 2022) Tyler has delivered the first deliverable of the “Alliance” project. This is currently being tested by AOC.
Third Party Integrations – Some courts have local systems that they would like integrated with Enterprise Justice.	High/High	(April 19, 2022) The Project Steering Committee held a session to discuss on the Integrations Feasibility Study on 4/19.

Active Project Risks – April 2022

High Risks Status		
Risk	Probability/Impact	Mitigation
Performance Issues – It is possible that users will feel that Enterprise Justice works less efficiently than the legacy system due to changing processes and procedures.	Moderate/Moderate	(March 21, 2022) Performance of version 2022.1.x is improved over 2019.x. Concerns that the system will be slower than Legacy systems are still present and will be addressed with training and change management activities.
Staffing / Hiring – CLJ-CMS has been unable to fill several key positions. As of February 2022, CLJ-CMS has 11 project positions open. If these positions are not filled there may be impacts to the schedule.	Certain/Moderate	(April 22, 2022) 2 new hires and one internal transfer on CLJ-CMS since February. 6 jobs open for active recruitment.

Next Steps

Milestone	Date
Approve data conversion push 4 of 5 (Pilot courts)	Est. complete May 6, 2022
Technical Sprint 15	Est. complete May 9, 2022
Complete Business Process Documents	April 2022
Technical Sprint 16	Est. complete May 23, 2022
Approve data conversion push 5 of 5 (Pilot courts)	June 24, 2022
Complete development of Statewide forms	July 2022
Technical Sprint 17	Est. complete June 6, 2022
Begin Solution Validation	July 2022
Go-live Pilot courts	October 2022

Independent Quality Assurance Update

Mr. Allen Mills
Bluecrane, Inc.