

**APPROVED MINUTES**  
**JUDICIAL INFORMATION SYSTEM COMMITTEE**  
**Two Union Square, Room 1606, Seattle, WA**  
**10:30 a.m. to 12:00 p.m.**

**Members Present:**

Justice Bobbe Bridge, Chair  
Judge C. Kenneth Grosse, Vice Chair  
Mr. Greg Banks  
Ms. Cathleen M. Grindle  
Judge Glenna Hall  
Judge James R. Heller  
Mr. William Holmes  
Mr. N.F. Jackson  
Judge Clifford L. Stilz  
Ms. Nancy Talner  
Ms. Yolande Williams  
Ms. Siri Woods  
Judge Thomas J. Wynne

**Staff Present:**

Mr. Brian Backus  
Mr. John Bell  
Dr. Tom Clarke  
Mr. Manny Najarro  
Mr. Ramsey Radwan  
Ms. Kathie Smalley

**Members Absent:**

Ms. Pat Crandall  
Ms. Janet McLane  
Judge Michael Trickey, Ex-Officio  
Chief Denise Turner

**Guests Present:**

Ms. Bev Hempleman, OFM Criminal Justice  
Grants Coordinator  
Mr. Don Horowitz, ATJ Board  
Mr. Rich Johnson, COA Div. I  
Ms. Kay Newman, State Law Librarian  
Mr. Rowland Thompson, Washington Allied  
Daily Newspapers  
Mr. Mark Weiss, WSBA Family Law Section

**CALL TO ORDER**

Justice Bridge opened the meeting at 10:38 a.m. Introductions were made.

**MOTION:** *The September 24, 2004 JISC Minutes were approved as written.*

**DECISIONS**

**GR 15/22**

Judge Thomas Wynne reviewed progress to date on revisions to GRs 15 and 22.

**Proposed GR 15 Revisions**

Justice Bridge read a letter from Judge Bill Downing, King County Superior Court requesting that GR 15 provide that sealing orders “include a statement of the finding made by the court that justified the sealing.” The Committee discussed this proposal and the current practice with respect to agreed orders.

**MOTION:** *Motion adopted to refer GR 15 back to the workgroup to consider these and other identified issues concerning the proposed revisions.*

## **Proposed GR 22 Revisions**

Don Horowitz spoke to his proposal to add the word “safety” to the interests to be considered in decisions on whether to grant access to restricted records. Discussion of this proposal followed.

Judge Wynne reported that he has received a letter from Richard Eadie, Presiding Judge of King County Superior Court, suggesting an amendment providing for sealing parenting evaluations, Domestic Violence Assessment Reports, CPS summary reports, Risk Assessment Reports, mental health evaluations, sexual abuse evaluations, and reports of a guardian ad litem or CASA in the same manner as financial source documents in cases filed pursuant to RCW Titles 13 and 26.

***MOTION:*** Motion made and seconded to accept the King County language without the “created by Family Court Services” modifiers included in the letter.

Discussion followed on the ramifications of the references to RCW Titles 13 and 26.

***MOTION:*** Adopted to strike the reference to Title 13.

The Committee then discussed the nature and definition of the documents listed in Judge Eadie’s letter. Some have specific definitions; in some cases the nomenclature and nature of the reports can vary from court to court.

***Motion:*** Motion adopted to table further consideration of this request.

***Motion:*** Motion adopted to refer this issue back to the workgroup.

Judge Wynne reviewed the other requested changes to GR 22.

***Action Item:*** Committee members need to send all comments regarding GR 22 to John Bell ASAP.

## **Online Case Restore**

Brian Backus outlined a new service AOC is going to make available on the website to allow members of the public to initiate the restoration of JIS case records which have been archived. Archiving means that nonessential parts of the record are moved to magnetic tape and are therefore no longer available online. Only a court can now initiate a case restore. The increasing demand for restores has caused frustration in the JIS-Link user community and in the courts. The issue is whether there should be a charge for restoring a case. Because of the low cost, the staff recommendation is that there be no charge.

***Motion:*** Motion adopted to not charge for the online case restore.

## **Amendment to JISC Bylaws**

Rich Johnson spoke on behalf of Pat Crandall to request an amendment to the JISC

bylaws that would provide explicitly for a Court of Appeals representative on the Data Dissemination Committee.

**Motion:** Given the requirements of the bylaws (Article Five – Amendments) that changes be proposed at least one meeting prior to the meeting at which the vote is taken, this item will be carried over to the January agenda.

### **JISC 2005 Proposed Meeting Schedule**

Kathie Smalley presented the proposed meeting schedule for 2005 and noted that the meetings followed the usual bi-monthly, last Friday of the month schedule, with the exceptions of holding the May Retreat on the third Friday (to avoid Memorial Day weekend) and moving the November meeting to the 1<sup>st</sup> Friday in December (to avoid the Thanksgiving Holiday).

**Motion:** *Motion adopted to approve the 2005 Proposed Meeting schedule for the JIS Committee.*

## **DISCUSSION**

### **GR 31 Follow-up**

John Bell noted that GR 31 passed and that it requires the JISC and AOC to implement certain things including standard contract language, a disclaimer and a method for informing the public about access to court records. In addition, the motion to adopt GR 31 provides for a one-year review of the rule. The Data Dissemination Committee will be working on the contract and disclaimer. Staff will need to have a draft report ready by late summer.

The Supreme Court order itself will be posted on the website by AOC. Justice Bridge asked committee members to let John Bell know if there are other areas that should be included on this list of things to do in GR 31 review.

### **JIS Budget Strategy**

Ramsey Radwan gave an overview of the proposed strategy for obtaining additional PSEA funding for JIS decision packages in the biennial budget. As in 2003, the plan is to meet with key legislators including chairs of the fiscal committees (Senate Ways & Means and House Appropriations) and some of the policy committees. The themes will tie JIS into public safety more strongly. We will also meet with key criminal justice partners (Department of Corrections, Washington State Patrol, and Criminal Justice Training Commission) to talk about how we can work together as partners. We need to deliver a consistent picture of how our legislative requests fit together at the enterprise level.

Justice Bridge commented that Department of Social and Health Services is a partner that we need to include on our list. She noted that we plan to make use of everyone on the JISC, as well as other local judges and clerks, in legislative meetings and contacts.

## **JIS Security Policies**

Dr. Clarke noted that this item was on the agenda because of two of the revised security controls in the new security plan that were somewhat controversial. He related how the controls were developed according to national standard processes published by the National Institute for Standards and Information Technology (NIST) on how to do security planning for IT systems. NIST standards are mandated for the federal government and widely adopted by private industry and state governments. He also noted that the correct place for a policy body to intervene when there are concerns about controls is in the threat analysis. Reasonable people can disagree about the threat. But once there is agreement on the threat, it becomes a technical exercise to identify the appropriate security controls to counter the threat. He also noted that we compromised on both issues that were raised with respect to the original recommendations for the new controls.

***Motion:** Motion adopted to reaffirm both of the disputed security controls.*

## **JIS Project Updates**

Dr. Clarke presented a short status report. He noted that the JIS will increasingly deliver value in the form of new services through our websites and external data exchanges to both the courts and the public.

## **COMMITTEE REPORTS**

### **Data Dissemination Committee**

No report.

### **RMAC**

Rich Johnson reported the committee has established a subcommittee to revise the limited jurisdiction records retention schedule.

### **JISAC**

No report; has not met since last JISC meeting.

The meeting adjourned at 12:10 p.m.

## **FUTURE MEETINGS**

**The next JIS Committee meeting will be on January 28, 2005, 10:30 a.m. to 12:00 p.m. at Two Union Square, Room 1606, Seattle, WA.**

**The next JIS Data Dissemination Committee meeting will be on January 28, 2005, 9:00 a.m. to 10:30 a.m., at Two Union Square, Room 1606, Seattle, WA.**

**The next JIS Advisory Committee meeting will be on January 24, 2005, 9:00 a.m. to 12:00 p.m., at Two Union Square, Room 1606, Seattle, WA.**