

APPROVED MINUTES
JUDICIAL INFORMATION SYSTEM COMMITTEE
April 28, 2006, 10:30 a.m. to 12:00 p.m.
AOC SEATAC FACILITY, SeaTac, WA

Members Present:

Ms. Pat Crandall
Ms. Cathleen M. Grindle
Judge Glenna Hall
Mr. William Holmes
Mr. N.F. Jackson
Ms. Janet McLane
Judge Clifford L. Stilz
Ms. Nancy Talner
Judge Michael Trickey, Ex-Officio
Ms. Siri Woods
Judge Thomas J. Wynne, Acting Chair

Members Absent:

Justice Bobbe Bridge, Chair
Judge C. Kenneth Grosse, Vice Chair
Mr. Greg Banks
Judge James R. Heller
Ms. Denise Turner
Ms. Yolande Williams

Staff Present:

Mr. Brian Backus
Ms. Jennifer Creighton
Mr. Richard Duchaine
Ms. Celeste Maris
Mr. Manuel Najarro
Mr. Ramsey Radwan
Ms. Kathie Smalley
Ms. Ann Sweeney

Guests Present:

Mr. Bruce Eklund, Snohomish County
Juvenile Court
Ms. Barb Miner, King County Clerk
Ms. Kay Newman, State Law Librarian

CALL TO ORDER

Judge Wynne chaired the meeting in the absence of Justice Bridge and Judge Grosse and called the meeting to order at 10:30 a.m. Introductions were made.

Motion: The March 24, 2006 meeting minutes were approved as written.

UPDATES

Executive Committee

Judge Wynne reported on the Executive Committee's April 18, 2006 conference call.

The executive committee has decided to pursue a more equitable funding strategy in the coming biennium. The funding request will be based on a policy that the JIS provide 75% of the personal computers (based on FTE counts) needed by local courts. This option recognizes the need for local-state cooperation to share responsibility for equipment that is used for JIS applications and for local applications and tasks such as word processing. Under this policy in the future, courts where the JIS currently provides more than 75%, will receive a limit of 75% of their equipment replaced from the JIS. The executive committee also established a steering committee for the Information Access (Reporting and Data Warehouse) project. Judge Stilz will be the chair and Judge Wynne has agreed to represent the superior court judges.

Data Dissemination Committee

Judge Wynne reported that the committee met just before the JISC with two agenda items. The first was a request from TeamChild, a service provider on juvenile cases, for

DCH access to JIS-Link and a fee waiver. The committee approved a waiver of the set-up fee only. It also rejected the request for additional access by requesting AOC staff to work with TeamChild to help get the information needed. The committee also discussed JIS-Link contracts for agencies where increased access has been granted and the recent amendments to the federal Violence Against Women Act (VAWA). John Bell is trying to obtain more information on the impact of these amendments.

Off-Site Storage of Backup Tapes

Richard Duchaine reported that, as the JISC had requested at its last meeting, the AOC researched the cost of sending JIS backup tapes to a site outside of the Puget Sound region, either trucking or flying them to a facility in Spokane. Trucking would cost \$30,000 annually and flying \$84,000 compared to the current cost of \$6,000 for shipping to a facility in Puyallup. The AOC recommendation is to truck the tapes to Spokane.

Motion: To truck the tapes to Spokane. Approved.

BUDGET DEVELOPMENT FOR 07-09 BIENNIUM

Outlook and Process

Ramsey Radwan reported on the process and progress on development of the budget. A draft package will be completed for the executive committee to review on May 24. Narratives and other parts of the decision packages will be firmed up prior to the JISC retreat on June 30. By that time, new revenue forecasts should be available. Mr. Radwan also noted that with the new biennium the PSEA will operate like the general fund with fiscal year allotments and no carryover.

Assumptions

Richard Duchaine reviewed the underlying assumptions for the JIS budget. These include the use of off-the-shelf software with minimum modifications, taking into account the possible need to purchase more than one package. The plan is to complete a proof of concept by June 30, 2007. In preparing for the budget, the AOC is evaluating staffing levels to identify the need to supplement staff with contractors and project employees.

JIS SYSTEMS AND PROJECT REPORTS

Richard Duchaine presented brief status reports on projects including ACORDS, JCS, and eCitations. Judge Wynne asked that committee members read the paper on data quality, prepared for the Data Exchange Steering Committee by Ann Sweeney, Judicial Services Director.

JIS ASSESSMENT and ROADMAP

Roadmap Project and Steering Committee Reports

Data Exchange

Bruce Eklund reported that the Data Exchange Steering Committee has met three times and is completing a charter. Next steps include final selection of an enterprise service bus software package and finalizing a template for the data exchange projects. There are two types of projects - generic exchanges and specific, custom exchanges. The

committee is forming a data quality work group as contemplated by the JISC. The data quality paper will be on the work group's agenda.

Core Case Management System

Cathy Grindle reported that the steering committee will hold its kickoff meeting on May 5. Many of the members participated in the January Roadmap and March RFI workshops. The RFI will be released on Monday, May 1st. Richard Duchaine gave a presentation on the current activities and plans for the next few months.

Information Access

Richard Duchaine reported that the steering committee is being formed and the AOC has produced a draft project plan for phase 2 of the data warehouse project.

Judicial Decision Making

Richard Duchaine reported that AOC staff, led by Dirk Marler, has facilitated sessions with judicial officers in twelve courts to develop an overview of the needs of judges for computer technology. He noted that the existing systems are, for the most part, designed for clerks and administrators. Among the ideas brainstormed are single sign-on (possibly incorporating a biometric identifier), training, and access to key documents and data including summary information.

Independent Monitor

Richard Duchaine reported that the Gartner Group has been selected as the independent monitor. Their first report will be delivered at the retreat.

JUNE 30, 2006 JISC RETREAT

Janet McLane reviewed plans for the June 30 retreat. The major topic will be the review of the decision packages for the 2007-2009 biennium budget. This will include a discussion of the strategy for requesting funds given the economy and budget environment. The JIS request will need to be coordinated with other judicial branch efforts including Justice In Jeopardy and court funding. Also, by the time of the retreat, the core case management RFI results will be known, including a better picture of viable vendors. There will also be a monitoring report from the Gartner Group.

OTHER BUSINESS

There was no other business and the meeting adjourned at 12:05 p.m.

FUTURE MEETINGS

The next JIS Committee meeting will be the annual retreat on June 30, 2006, from 9:30 a.m. to 12:30 p.m., at the AOC SeaTac Facility, SeaTac, WA.

The next JISC Executive Committee meeting will be a conference call on May 24, 2006, from 8:00 a.m. to 9:00 a.m.

The next JIS Data Dissemination Committee meeting will be on June 30, 2006, from 8:30 a.m. to 9:30 a.m., at the AOC SeaTac Facility, SeaTac, WA.