

**APPROVED MINUTES
JUDICIAL INFORMATION SYSTEM COMMITTEE
BUSINESS MEETING
April 27, 2007, 10:30 a.m. to 12:00 p.m.
SeaTac Facility, SeaTac, WA**

Members Present:

Justice Bobbe Bridge, Chair
Judge C. Kenneth Grosse, Vice Chair
Mr. Greg Banks
Ms. Cathy Grindle
Judge Glenna Hall
Judge James R. Heller
Mr. William Holmes
Mr. N. F. Jackson
Mr. Richard Johnson
Judge Clifford L. Stilz
Mr. N. A. "Butch" Stussy
Ms. Yolande Williams
Ms. Siri Woods

Staff Present:

Mr. Tim Bates
Ms. Suzanne Hellman
Mr. Ramsey Radwan
Ms. Jayme Taylor

Guests Present:

Mr. Richard Flowerree, Gartner Consulting
Mr. Don Horowitz, ATJ Liaison
Ms. Barb Miner, King County Clerk
Ms. Kay Newman, Washington State Law Librarian

Members Absent:

Chief Robert Berg
Mr. Mark Lampson
Judge Michael Trickey, Ex-Officio
Judge Thomas J. Wynne

CALL TO ORDER

Justice Bridge called the meeting to order at 10:30 a.m., and introductions were made.

Motion: It was moved, seconded, and unanimously passed to approve the February 23, 2007 meeting minutes as written.

UPDATES

Legislative/Budget Update

Justice Bridge asked Ramsey Radwan to present the report to the Committee. Mr. Radwan provided a handout to the Committee with the legislative and budget update information.

Mr. Radwan stated the JIS inflation adjustment approved by the JISC and the Supreme Court goes into effect Monday. This inflation adjustment revenue increase will be tracked for the JIS Roadmap.

Mr. Radwan reported the Legislature provided approximately \$20.5 million of the \$22 million budget request for the JIS Roadmap. The difference, \$1.5 million, was allocated to a non-Roadmap equipment request. In addition, the Legislature changed the funding source for the equipment from the PSEA fund to the JIS fund. Because of this change,

it is anticipated the full compliment of equipment will be purchased using the certificate of participation financing option.

Mr. Radwan said everyone needs to be commended and thanked everyone on the Committee and from all the associations that wrote letters to the Legislature in support of the JIS Roadmap; it helped immensely.

Justice Bridge stated there is a budget proviso for the \$20.5 million appropriated for the JIS Roadmap and implementation of the core case management system. Justice Bridge expressed her gratitude to the county clerks, and Pam Daniels in particular, for all their work on this proviso. The JISC knew there was a proviso emanating from the House which would have required the JISC to get pre-approval for everything from the Information Services Board (ISB). With the help of Judge Stilz, Pam Daniels, Jeff Hall, and many others, the copy of the proviso distributed today was accepted by the Senate.

Justice Bridge stated this proviso does impose some new burdens on the JISC and the Roadmap project. The last three items in the proviso are discussion and presentation to the Department of Information Services (DIS) and the ISB regarding the impact on other state agencies, providing quarterly updates to the appropriate committees of the Legislature and the DIS, and inviting representatives from state agencies dependent on successful data exchanges to the regular JISC meetings as nonvoting members. Letters will be sent out these agencies extending the invitation and indicating it is principals only being invited.

Justice Bridge stated she met with Butch Stussy, Jeff Hall, and Tim Bates regarding item (a)(ii) which is the discussion and presentation to the DIS and ISB. The Executive Committee was briefed and agrees that someone from DIS and the ISB should be invited to attend a joint meeting with JISC to discuss the impact of the JIS Roadmap on state agencies dependent on successful data exchange and the results of the feasibility studies. The proposed date for the meeting is June 8, 2007. For the meeting, the feasibility study will be virtually complete, although not finalized, and there will be an opportunity for questions to be asked in the event something was inadvertently overlooked which should be incorporated into the study. Justice Bridge stated other positive outcomes of a joint meeting is it will bring people together, it will allow them to see who the JISC is, who each member is, the strength of each position, and the associations represented.

Regarding item (a)(i), Tim Bates reported that a contract has been entered into with a consulting firm to complete a feasibility study for review at the June 8 meeting. Mr. Bates stated this is not a "start from scratch" feasibility study, but a point in time update of the information obtained in the last few years in this effort and the opportunity to put it into a format that more closely matches what the ISB would like to see established as a state standard. On June 15, the final study will be distributed to the JISC for review. The JISC will be asked to approve or disapprove the study at the June 29, 2007 meeting.

With regard to data exchanges, Mr. Bates indicated the very clear message that needs to be conveyed is that if an exchange works today, it will work when the new core case

management system is implemented. Several agencies have expressed the desire to discuss enhancements; however, the minimum requirement to be presented in the study will be that nothing changes.

Justice Bridge again extended her thanks to everyone for all their efforts on making this budget process a success.

JIS ROADMAP QUALITY ASSURANCE REPORT – GARTNER CONSULTING

Richard Flowerree, Vice President, Gartner Consulting, began his JIS Roadmap project assessment report by once again congratulating everyone for the achievements during this current reporting period. The overall project rating is now borderline between medium and low.

The assessment focused on the following areas:

- Core Case Management.
- Data Management.
- Governance and Communications.
- AOC Organization and Staffing.

Mr. Flowerree stated some of the positive highlights were:

- Getting the Request for Proposal (RFP) released on time.
- Issuing an RFP and selecting a vendor to prepare a feasibility study for the Core Case Management System (CMS).
- Twenty-six query data exchanges are complete, and another 26 will be completed before September.
- An RFP was released for data warehouse/data exchange services.
- Project plans have been developed for all JIS Roadmap projects.
- More key personnel have been hired.
- Funding efforts were successful.

Mr. Flowerree stated the project has taken on a positive tone, and there is a growing sense of enthusiasm and anticipation at all court levels as well as the AOC.

Mr. Flowerree concluded his report by stating the next steps are evaluating the Core CMS RFP vendors, contract negotiations, establishing the team and processes for overseeing and managing the vendor's activities, selecting the initial implementation site(s), partnering with the courts to address business processes, and developing a good customer relations process.

COMMITTEE REPORTS

Data Dissemination

Judge Stilz reported Barb Miner indicated she has a very sophisticated attorney in Seattle asking that all court records of vacated judgments be sealed including the execution docket. Judge Stilz indicated this is an impossibility for the AOC at this time,

but asked Barb Miner and Siri Woods to work together to see if there might be some kind of workaround.

The Committee also discussed at length what information is appropriate for the data warehouse regarding protection orders, but did not arrive at a consensus on this issue.

Judge Stilz further reported there is now a statute that requires members of the hospital association to screen people to determine if there is a vulnerable adult order in existence before they are hired. Judge Stilz stated a list can be easily produced that would show perpetrators in a vulnerable adult situation. This list will be produced periodically showing the names and date of birth of the perpetrators, and it will be available on the public data warehouse.

Data Management Steering Committee

Rich Johnson reported a lot of time was spent with Tim Bates, Butch Stussy, and Randy McKown working on a plan, timeline, and overall strategy to take to the steering committee. Mr. Johnson stated the generic exchanges have been built, AOC staff is now working on the two-way exchanges, and the custom exchanges will be included in the new timeline. The next meeting is scheduled in May. The steering committee is confident they will be able to present the finalized charter, report the implementation of the generic exchanges, provide an update on the data warehouse, and list proposed next steps for refining the data exchanges to the JISC at their June 29 meeting.

Core Case Management System (CMS) Steering Committee

Cathy Grindle reported that five vendors responded to the RFP and will be moving forward to the Proof of Concept (POC). Ms. Grindle further reported the detention and the adult and juvenile probation work groups were formed at the meeting held last week.

Ms. Grindle requested the JISC formalize a member of the Core CMS Steering Committee from the Misdemeanant Corrections Association, since the chair of any work group needs to be a member of the steering committee.

Motion: It was moved, seconded, and unanimously carried that Larry Barker of the Misdemeanant Corrections Association be a member of the Core CMS Steering Committee.

Ms. Grindle stated because there are five vendors moving forward to the POC, the schedule had to be moved out two weeks. There will be three vendors at the AOC for two weeks beginning April 30 and then the next two vendors there the weeks of May 14 and 21. The first week of each POC is the technical section--can they install their software in the lab? The second week is to see if they can configure their system and load the 43 cases in their system and get meaningful data out. The last week of May is where the users actually see the product. There is a cast of hundreds coming to observe the final POC week; a great team of users will be the actual evaluators, and there will be lots of observers from all areas of the criminal justice arena. The steering committee will have a recommendation for a vendor at the June 29 JISC meeting.

Tim Bates extended his kudos to Ms. Grindle for all the effort she has given to the Core CMS Committee. Mr. Bates stated he strongly recommends all JISC members drop by and see some part of the POC and evaluation process to see how the users interact with the system as they actually be process cases. The POC will be a view through the "looking glass" into what the future will look like.

Mr. Bates continued that the Probation and Detention projects are an avid test of our philosophy that the AOC is really an integrator and not a developer anymore. What is being demonstrated with these projects is that two new products will be introduced into the system and will enhance the capabilities. So, these are very important projects, and we have very good work groups set up, one of which is meeting this week for three days to work out the requirements of the RFP. The key to the projects is that these decisions be made before entering the business process engineering effort so the functionality of the requirements is represented in the new process.

Yolande Williams mentioned that Clark County is currently evaluating misdemeanor and probation software, and asked if any lessons can be learned from their efforts. Tim Bates stated the juvenile court system in Clark County is in need of replacement. Mr. Bates continued that discussions were held with both the county and juvenile court people including prosecutors and detention staff some time ago about converting them to the Juvenile and Corrections System JCS as a strategy to get to a statewide system. At the same time, they are looking at other options. If the vendors Clark County is evaluating submit responses to our RFPs, both work groups will have a chance to see the products as well.

OTHER BUSINESS

Justice Bridge stated that the Court Technology Conference (CTC10) sponsored by the National Center for State Courts is being held this year, and that Judge Hall expressed an interest in attending.

Tim Bates asked for JISC guidelines on who the JISC will sponsor for this event. Mr. Bates indicated the JISC past practice has been only members of the JISC are sponsored. Mr. Bates stated he is asking for guidance because he has received several requests from non-JISC members. Justice Bridge indicated the JISC will only sponsor JISC members. The conference is being held October 2 through 4, 2007, in Tampa, Florida. Justice Bridge asked anyone interested in attending to send Mr. Bates an e-mail as there are only five slots available.

A short discussion ensued on how to publicize the CTC conferences to court technology staff.

There being no other business, the meeting adjourned at 11:50 a.m.