

JUDICIAL INFORMATION SYSTEM COMMITTEE

August 22, 2008
10:30 a.m. to 12:00 p.m.
AOC Office, SeaTac, WA

Minutes

Members Present:

Justice Mary Fairhurst, Chair
Judge C. Kenneth Grosse, Vice Chair (via phone)
Ms. Cathy Grindle
Mr. Ken Groves representing
 Mr. N. F. Jackson
Judge James Heller
Mr. Jeff Hall
Mr. William Holmes
Mr. Rich Johnson
Mr. Marc Lampson
Judge Glenn Phillips
Judge Michael Trickey (via phone)
Ms. Yolande Williams
Judge Thomas J. Wynne (via phone)

Judge Glenna Hall (ret.) *Ex Officio*

Members Absent:

Chief Robert Berg
Mr. N. F. Jackson
Ms. Siri Woods
Mr. Greg Zempel

Guests Present:

Mr. Larry Barker
Ms. Barbara Miner
Mr. Chris Shambro

Staff Present:

Ms. Denise Dzuck
Ms. Mellani McAleenan
Ms. Ronee Parsons
Mr. Ramsey Radwan
Mr. Gregg Richmond

CALL TO ORDER

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

A motion was made to defer approval of the August 22, 2008 meeting minutes to the next meeting (October 24, 2008). The motion was seconded and passed.

ISD BUDGET REQUEST APPROVAL – Ramsey Radwan (“ISD Budget Request Approval” handout)

A few adjustments to the 09-11 estimated expenditures were made since the last meeting. These include further refinement of the equipment replacement and growth and salary and benefits for the 11 new staff positions. The component entitled mainframe and other equipment is internal. The court equipment replacement and growth was a decision JISC made in 2007 based upon the number of court staff at each court level.

Justice Fairhurst moved to approve the 2009-11 budget, the motion was seconded. The motion passed, with Judge Grosse abstaining.

NEXT STEPS – Gregg Richmond (“ISD Next Steps: Preparing for Change” handout)

Mr. Richmond said the Next Steps handout is a compilation of the previous presentations in one document. The first steps, in light of Sierra’s presentation, are to address the immediate risks with the courts and JRS and to develop a strategy to identify the immediate risks versus addressing the immediate risks. The next step is to modernize the integration efforts.

- Continue establishing the Project Management Office
- Establish the Enterprise Architecture
- Establish the JISC Business Plan and define the Governance model
- Plan for implementing Service Oriented Architecture and Master Data Management
- Continue Data Exchange efforts

We propose that we create the Enterprise and Data Architecture which will mean expending funds as presented in the budget; and hire a contractor to draft a roadmap and business plan to come before the JISC committee.

The decision package that we have presented for the next biennium may be modified; depending on how much work can be accomplished in this biennium. We cannot start moving forward with the new initiatives until we have the user groups in place, the governance process, the forms and the templates and the project management methodology so we can go forward and know we are going achieve our goals.

Mr. Richmond said that as a result of CMS, Data Exchange is the primary driver, then Data Warehouse and the modernization efforts. We must service enable the application that resides within our current application code (18-24 months) to facilitate data exchange. In order to add additional functionality, we need to have one repository that houses the authoritarian version of the data. This will be accomplished through Master Data Management. In order to do any new project, we need to have proper project management and practical procedures and methodologies in place. We should move forward and continue to plan and execute the approved Peer Review Group result, and the approved accompanied concept documents.

COMMITTEE REPORTS – Judge Grosse and Rich Johnson

Mr. Johnson said the DMSC believes there is a governance structure, a committee, and we developed a business plan that follows suit with what Mr. Richmond just articulated. We are ready to move forward. The business plan is a working document and reflective of our vision as data is entered and we share it – we need to move forward and develop the first exchange. In order to do that, we need to let a contract out, develop skills and learn and experience what we are trying to do so we are able to implement and put these exchanges in place. Our priorities are in the business plan: parking exchange/vehicle data exchange, data document management exchange, and SCOMIS data interface. We should aggressively pursue the development of those exchanges within this fiscal year with the funds available.

Mr. Hall said the Data Architecture is the plan for how we store and keep data. Enterprise Architecture looks at the technologies we are going to use. We are not in a position to be more aggressive on the Data Exchange. Let's get our Project Management Office in place before we begin a new project and be deliberate on how we move forward. Trying to do things too fast may lead to failure. We are asking that we be given the time to get these building blocks in place and time to do things right; we are not in a position to make any commitments yet. JISC needs to say to courts it's not going to be probation detention; it will be a local responsibility, and inform courts of what we are going to do and what we are not going to do.

Justice Fairhurst said the Data Exchange is a very high priority and we can't just start doing things until we have the infrastructure. Data Exchange can be an example of how to accomplish things.

A motion was made to have AOC-ISD work the next few months on ISD proposals 1 & 2. Also, that whatever needs to be done to allow Data Exchange to be implemented, be done. The motion was seconded by Judge Phillips. The motion passed with Judge Trickey abstaining.

COMMUNICATION WITH LEGISLATORS – Mellani McAleenan

Ms. McAleenan will e-mail the list of key legislator contacts to the committee. Please note whether you have a relationship with any of those legislators and if any should be added.

Justice Fairhurst, Mr. Hall, Mr. Richmond and Ms. McAleenan will begin meeting with legislators at the beginning of September. The purpose of these initial meetings is to update them on what has been going on within the last few months, introduce Justice Fairhurst as the chair of the committee and lay the foundation for when we come back at a later date with the actual budget request. Please consider participating in these meetings if you are available. The AOC has been asked to present to the Appropriations General Government and Audit Review sub-committee on September 12 and to provide a similar update to the Senate Judiciary Committee on September 5. Both presentations will be general and very brief.

OTHER BUSINESS

Justice Fairhurst requested that Data Management Programs/Data Exchange Initiatives Strategic Business Plans be put back on the agenda for the next meeting.

FUTURE MEETING

The next meeting will be October 24, 2008, at the AOC SeaTac facility; from 9:00 a.m. – 1:00 p.m.

There being no other business, the meeting was adjourned at 12:00 p.m.