



Judicial Information System Committee (JISC)

Friday, October 25, 2019 (10:00 a.m. – 12:00 p.m.)

CALL IN NUMBER: 877-820-7831 PC: 394116#

SeaTac Facility: 18000 INTERNATIONAL BLVD, SUITE 1106, SEATAC, WA 98188

AGENDA

1.	Call to Order a. Introductions b. Approval of Minutes c. New JISC Member Tenures 1. Dave Reynolds, WAJCA	Judge J. Robert Leach, Vice Chair	10:00 – 10:05	Tab 1
2.	JISC Rule 13 Proposed Amendment a. Subcommittee Update b. Decision Point: Approval of revised JISC Rule 13 for submittal to the Supreme Court.	Mr. Frank Maiocco, Kitsap County	10:05 – 10:25	Tab 2
3.	Long Term JIS Strategy	Mr. Kumar Yajamanam, Architecture and Strategy Manager	10:25 – 11:00	Tab 3
Break			11:00 – 11:10	
4.	JIS Priority Project #2 (ITG 102): Courts of Limited Jurisdiction Case Management System (CLJ-CMS) a. Project Update b. CLJ-CMS QA Update c. New Steering Committee Member 1. Judge Patti Connolly Walker, Spokane District Court	Ms. Cat Robinson, PMP Mr. Allen Mills, Bluecrane Ms. Paulette Revoir, Chair	11:10 – 11:25	Tab 4
5.	King County District Court (KCDC) Integration to EDR Project Update	Judge Donna Tucker Mr. Othniel Palomino	11:25 – 11:40	Tab 5
6.	Washington State Patrol Legacy System Replacement	Mr. Kevin Ammons, PMO Manager	11:40 – 11:50	Tab 6
7.	Committee Reports Data Dissemination Committee (DDC)	Judge J. Robert Leach, Chair	11:50 – 11:55	Tab 7
8.	Meeting Wrap Up	Judge J. Robert Leach, Vice Chair	11:55 – 12:00	
9.	Informational Materials a. 19-21 Budget Update b. Board for Judicial Administration (BJA) June 14 th Meeting Minutes c. ITG Status Report d. SeaTac Evacuation Map			Tab 8

Persons with a disability, who require accommodation, should notify Brian Elvin at 360-705-5277

brian.elvin@courts.wa.gov to request or discuss accommodations. While notice 5 days prior to the event is preferred, every effort will be made to provide accommodations, as requested.

2019 – Schedule

December 6, 2019

Future Meetings:

JUDICIAL INFORMATION SYSTEM COMMITTEE

August 23rd, 2019
10:00 a.m. to 1:30 p.m.
Telephonic Meeting

Minutes

Members Present:

Chief Justice Mary Fairhurst, Chair
Judge Scott Ahlf
Mr. Larry Barker
Mr. Rich Johnson
Judge J. Robert Leach
Mr. Frank Maiocco
Ms. Brooke Powell
Ms. Paulette Revoir
Ms. Dawn Marie Rubio
Judge David Svaren
Mr. Bob Taylor
Mr. Jon Tunheim
Ms. Margaret Yetter

Members Absent:

Judge Jeanette Dalton
Judge John Hart
Ms. Barb Miner
Chief Brad Moericke

AOC Staff Present:

Mr. Kevin Ammons
Mr. John Bell
Ms. Vicky Cullinane
Ms. Vonnie Diseth
Mr. Brian Elvin
Mr. Mike Keeling
Ms. Keturah Knutson
Mr. Dirk Marler
Mr. Dexter Mejia
Ms. Cat Robinson

Guests Present:

Ms. Sonya Kraski
Ms. Maryam Olson
Ms. Heidi Percy
Mr. Terry Price
Ms. Melissa Santos

Call to Order

Chief Justice Mary Fairhurst called the Judicial Information System Committee (JISC) meeting to order at 10:00 a.m. and introductions were made.

Meeting Minutes

Chief Justice Fairhurst asked if there were any changes to be made to the June 28th and July 16th Special JISC meeting minutes. Hearing none, Chief Justice Fairhurst deemed both sets of minutes approved.

DDC Appeal

Judge J. Robert Leach reviewed a request the Data Dissemination Committee (DDC) had received from Ms. Melissa Santos, a Political Reporter from Crosscut. Judge Leach explained that at their previous meeting, they had denied the request for bulk data distribution of juvenile court offense records, including names and case numbers. Ms. Santos has now appealed the DDC's decision to the JISC. Judge Leach alerted the JISC that several years prior the DDC had adopted a rule prohibiting bulk distribution of this type of information. Discussion followed with input from the JISC members and Ms. Santos, who was present on the telephone. Following discussion, a motion was made and a vote followed.

Motion: Ms. Dawn Marie Rubio

I move that the JISC uphold the underline decision of the DDC and deny access for their requested records.

Second: Ms. Paulette Revoir

Voting in Favor: Chief Justice Mary Fairhurst, Judge Scott K. Ahlf, Judge John Hart, Mr. Rich Johnson, Judge J. Robert Leach, Mr. Frank Maiocco, Ms. Brooke Powell, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Judge David Svaren, Mr. Jon Tunheim, Ms. Margaret Yetter

Opposed: Mr. Bob Taylor

Absent: Judge Jeanette Dalton, Judge John Hart, Ms. Barb Miner, Chief Brad Moericke

The motion was passed.

JISC Rule 13 Request

Judge Scott K. Ahlf presented the Olympia Municipal Court request to implement a Local Case Management System. Judge Ahlf stated he has been involved in the Courts of Limited Jurisdiction Case Management System project (CLJ-CMS). Judge Ahlf explained to the Committee the reasons and rationale in deciding to pursue their own CMS and find a system that would work for all the departments of the Olympia Municipal Court, as well as integrating with the police department. Working with the Olympia IT department, it was decided they would pursue a contract with Journal Technologies Inc. Following his presentation, a motion was presented.

Motion: Judge J. Robert Leach

I move that the JISC provisionally approve the Olympia Municipal Court request to implement its own case management system, subject to Olympia Municipal Court's agreement to comply with the JIS Data Standards for Alternative Electronic Court Record Systems and Implementation Plan.

Second: Ms. Margaret Yetter

Voting in Favor: Chief Justice Mary Fairhurst, Judge John Hart, Mr. Rich Johnson, Judge J. Robert Leach, Mr. Frank Maiocco, Ms. Brooke Powell, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Judge David Svaren, Mr. Bob Taylor, Mr. Jon Tunheim, Ms. Margaret Yetter

Opposed: None.

Absent: Judge Jeanette Dalton, Judge John Hart, Ms. Barb Miner, Chief Brad Moericke

Abstained: Judge Scott K. Ahlf

The motion was passed.

JISC Rule 13 Proposed Amendment Work Group Update

Mr. Frank Maiocco gave a brief update regarding the Rule 13 Work Group. Mr. Maiocco alerted the JISC that the work group was close to presenting a consensus draft of an amended JISC Rule 13. He

stated the work group had met three times to date, with the last meeting occurring on August 22nd. He stated it has been a good experience with active listening and active engagement. At the moment there is one issue that is unresolved with one remaining meeting scheduled for September 5th. At that meeting the work group will take a comprehensive look at the overall draft as well as the remaining issue. Currently, the plan is to present the consensus draft for consideration at the next JISC meeting.

Expedited Data Exchange & Enterprise Data Repository (Go-Live Update)

Mr. Kevin Ammons reported that the King County Clerk’s Office (KCCO) integration to the Enterprise Data Repository (EDR) went live on July 15, 2019. He informed the JISC that JIS applications JABS and JCS has experienced performance issues for two weeks after the implementation, impacting court operations in significant ways. AOC resources had identified and corrected the issues and the applications were returning data faster from the EDR than similar queries to Odyssey. Mr. Ammons also reported that the Washington State Patrol Disposition and Department of Licensing Firearms exchanges were reporting all courts data from the EDR. He concluded by discussing KCCO’s three data quality issues that had been reported to AOC by users, most from the King County Prosecuting Attorney’s office. The issues included person records that were very similar, but not linked in the KCCO system, warrants showing in the wrong status, and cases being reported as sealed when only certain documents were sealed. AOC had researched these issues, verified AOC applications were working correctly, and reported the issues to KCCO for corrective action. Ms. Vonnie Diseth stated that the go-live event had been very successful and credited the hard work of teams at KCCO and AOC for the success.

Board for Judicial Administration Report (BJA)

Chief Justice Fairhurst reminded the Committee that the BJA minutes are contained in the JISC packet behind Tab 13.

Adjournment

Chief Justice Fairhurst adjourned the meeting at 10:35am.

Next Meeting

The next meeting will be October 25th, 2019, at the AOC SeaTac Facility from 10:00 a.m. to 2:00 p.m.

Action Items

	Action Items	Owner	Status
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The Supreme Court
State of Washington

MARY E. FAIRHURST
CHIEF JUSTICE
TEMPLE OF JUSTICE
POST OFFICE BOX 40929
OLYMPIA, WASHINGTON
98504-0929



(360) 357-2053
E-MAIL MARY.FAIRHURST@COURTS.WA.GOV

September 10, 2019

David Reynolds
Whatcom County Juvenile Court
311 Grand Ave., Ste. 501
Bellingham, WA 98225-4048

Re: Appointment to the Judicial Information System Committee

Dear Mr. Reynolds:

At the request of the Washington Association of Juvenile Court Administrators (WAJCA), I am pleased to appoint you as the WAJCA representative to the Judicial Information System Committee (JISC). JISC Rule 2 provides for the appointment of five members from the superior court level to the JISC. This appointment will fill the remaining term of Brooke Powell. Your appointment is effective October 1, 2019 and continues through July 31, 2020.

Thank you for your interest in the success of the JISC. I appreciate your willingness to serve, and I am sure you will be a valuable asset to the committee.

Very truly yours,

MARY E. FAIRHURST
Chief Justice

cc: Ms. Lisa West, WAJCA President
Ms. Dawn Marie Rubio, Court Administrator
Ms. Vonnie Diseth, ISD Director, AOC

Judicial Information System Committee Meeting

October 25, 2019

DECISION POINT – JISC Rule 13

MOTION:

I move to amend the JISC Rule 13 as indicated in the attached draft proposed by the Rule 13 Workgroup.

I. BACKGROUND

JISC Rule 1 states that AOC will operate a statewide Judicial Information System to serve the courts of Washington, under the direction of the JISC and with the approval of the Supreme Court pursuant to RCW 2.56. RCW 2.68.010 provides for the JISC to “determine all matters pertaining to the delivery of services available from the judicial information system.”

JISC Rule 13 governs JISC review and approval of local city or county automated court records systems. The rule was adopted in 1976, and has not been amended since. It does not reflect the current realities of technology system development.

In 2014, the JISC adopted the JIS Standard for Local Automated Court Record Systems and the associated Implementation Plan that provide guidance to courts operating their own systems regarding the minimum data that must be in the statewide judicial information system. The proposed amendments to JISC Rule 13 align the rule with the accompanying JIS Standard.

In June, 2019, the JISC voted to create a Rule 13 workgroup to develop a compromise proposal to bring back to the JISC. The workgroup met four times in July and August, and unanimously agreed on the attached amended draft to Rule 13.

II. DISCUSSION

With more and more courts contemplating leaving the statewide Judicial Information System and implementing their own systems, it is crucial for those courts to have direction so they understand their responsibilities and what to expect when making those decisions. It is also crucial to public safety for all Washington courts and justice partners to continue to have access to statewide judicial information.

OUTCOME IF NOT PASSED –

If JISC Rule 13 is not amended to reflect the current reality, Washington judicial officers, court staff, justice system partners, and the public will not have access to complete judicial information on which public safety depends.

RULE 13 ELECTRONIC LOCAL COURT RECORD SYSTEMS

Preamble

The purpose of this rule is twofold: to provide guidance to the local court and the Administrative Office of the Courts (AOC) when a local court intends to establish or replace an alternative electronic court record system in lieu of using the statewide court record system and to facilitate statewide data sharing in support of judicial decision making and public safety.

- (a) An “electronic court record system” is any electronic court records technology system that is a source of statewide court data identified in the JIS Data Standards for Alternative Electronic Court Record Systems (“JIS Data Standards”).
- (b) Counties or cities may establish or replace local alternative electronic court record systems with the approval of the Judicial Information System Committee (JISC). Counties or cities wishing to establish or replace a local alternative electronic automated court record systems shall provide advance notice of the proposed development to the Judicial Information System Committee JISC and the Administrative Office of the Courts (AOC) Office of the Administrator for the Courts at least 90 days prior to the start of the procurement process commencement of such projects for the purpose of review and approval.
- (c) Upon receipt of notice, AOC, on behalf of the JISC, will transmit to the local jurisdiction an information packet including, but not limited to, the JIS Data Standards, corresponding Implementation Plan, information on the IT Governance process, and the statewide data repository onboarding process. The local court and AOC will meet to discuss the information packet and ongoing obligations.
- (d) After meeting with AOC to discuss the information packet, the presiding judge will certify that they accept the obligation to comply with the JIS Data Standards and the corresponding Implementation Plan, to provide a system that will send the data to the statewide data repository, and to maintain and support the court’s local system and the integration with the statewide data repository.

- (e) Individual courts are responsible for arranging resources for implementing and maintaining locally procured electronic court record systems and for programming and testing local systems that interface with the statewide data repository.
- (f) The court will supply data to the statewide data repository in accordance with the JIS Data Standards. Any exchange with the statewide data repository will contain the full and complete set of data in accordance with the JIS Data Standards. If state and local timelines do not align, the JISC may approve a temporary reduced set of data that the court must provide and method of transmission until the data exchange with the local electronic court record system is fully tested and operational. Any reduced set of data approved by the JISC prior to the effective date of this rule will remain in effect until the data exchange with the local electronic court record system is operational.
- (g) As soon as practicable after selection of an electronic court record system the court will provide a project schedule and a detailed plan for integration to the statewide data repository and will also provide ongoing updates and changes to the schedule and plan.
- (h) Any unresolved disputes arising from this rule may be referred to the JISC for resolution, including possible sanctions.

Comments:

This rule recognizes that early and frequent communication and collaboration between the local court and the AOC is essential for success. This rule also acknowledges that the Judicial Information System Committee (JISC) and the AOC set statewide information technology (IT) priorities through a JISC-adopted IT governance process.

JIS Modernization Strategy

Questions on Enterprise Data Sharing

Kumar Yajamanam
Manager, Office of Architecture & Strategy

October 25, 2019

Topics

- Questions on:
 - Enterprise Data Sharing
 - Enterprise Data Viewing & Reporting
 - Data Sharing for Courts with Local CMSs

How/when will superior court Odyssey data get to the Enterprise Data Repository (EDR) ?

1. Odyssey integration to send data to EDR is planned for the current biennium.
2. Local Odyssey data will not be sent to EDR, and instead, at a future date, will be sent to Enterprise Data Warehouse (EDW) for ad-hoc reporting purposes.
3. The superior court support team is exploring options for Odyssey to perform searches and display Individual Case History(ICH)/Defendant Case History (DCH) information from EDR inside the Odyssey application.

When will Odyssey to JIS Replication Stop ?

Before Odyssey to JIS replication can be stopped, the following must occur:

1. Odyssey must be integrated with EDR (planned for 2019-21).
2. Odyssey users must be able to get statewide person records and ICH/DCH information from EDR.
3. Odyssey data (including local data) must be pulled into enterprise data warehouse for ad-hoc and statistical reporting.
4. JIS (DISCIS) must be able to access statewide person information from EDR.
5. Applications such as Adult Static Risk Assessment must be able to use data from EDR.

When will SCOMIS be retired? What will happen to Pierce county data when SCOMIS goes away?

1. SCOMIS will only be retired when Odyssey replication stops and a solution is finalized for Pierce County Superior Court.
2. AOC would like to retire SCOMIS as soon as possible and is meeting with Pierce County to discuss solutions and timelines.
3. Pierce County needs to solve three aspects for it to remove dependency on SCOMIS:
 - I. Replacement for JIS Accounting & Judicial Receipting System
 - II. Pierce County LINX system can independently manage person and case data
 - III. Integration of LINX with EDR

What is the focus of EDR work at this time?

1. Stabilization of the EDR database and services, JIS to EDR integration maintenance, and addressing any gaps in standard reference values and mappings.
2. Onboarding King County District Court (KCDC) to the EDR.
3. Developing additional standard queries.
4. Continuing to build data exchanges required for Courts of Limited Jurisdiction (CLJs) (e.g., DOL FTAs, Dept. of Fish & Wildlife, etc.).
5. Enhancing person-matching.
6. Educating courts on how to find and use the King County Clerk's Office (KCCO)/other Local-CMS Courts' data that is in the EDR.
7. Onboarding support for Odyssey to EDR integration, Case Management System (CMS) for CLJs (CLJ-CMS) to EDR integration, and Seattle Municipal Court integration.

How will the EDR improve person matching & person-based queries?

1. EDR is the central source for statewide person-based queries for all courts. This is made possible through automated level-1 EDR person matching using basic person matching rules.
2. Before increasing the level of automation in person matching, it is necessary for courts to better understand the person-matching rules in EDR to improve confidence in person-matching.
3. Next levels of person matching automation can be implemented by including elements like gender, address and license histories, using fuzzy matches and probabilistic matching.
4. Standard queries as well as applications that display EDR data will be improved in the future as the person business rules are enhanced to support the “person” concept.

How will court users view shared data?

1. Shared data (based on JIS Data Standards) can be viewed through Judicial Access Browser System (JABS). JABS pre-dates EDR by several years and was not designed to display all the data from EDR (e.g., cases for non-well identified persons).
2. Replicated Odyssey data can be viewed in SCOMIS. This temporary workaround will not be needed once Odyssey data is in EDR and SCOMIS is retired.
3. The strategic recommendation for court users is to display data (searches and ICH/DCH, etc.) directly from the EDR in their native CMSs so that users only need to access one system.
4. AOC/JABS team is exploring options to either modernize JABS or develop another viewer to show data from EDR. Any strategy will be presented to the JISC and go through the IT Governance process for prioritization and decision packages.

How will Data Quality in EDR be Maintained?

1. The central principle for EDR is to accurately reflect source data as provided by a court/CMS.
2. EDR does not allow modifications to court data directly. Any changes to court data must be made in the source CMS. The goal is to maintain data quality at the source.
3. Routine data quality checks can be run in the EDW, not the EDR.

Where does the data in JABS come from?

1. JABS displays data directly from multiple sources:
 1. Person matching info from EDR
 2. JIS/DISCIS and JIS Person info from JIS (including some local data)
 3. Odyssey cases from Odyssey (including some local data)
 4. King County cases and persons from EDR
2. The scope of JABS has expanded well beyond its original design. The future role of JABS both as a viewer and as a supplemental application to JIS is currently being analyzed. This may result in future changes to capabilities supported by JABS and where & how JABS sources its data.

Can Business Intelligence Tool (BIT) be used to query the EDR?

1. BIT cannot pull data directly from EDR. However, we are evaluating the options to get the EDR data into EDW.
2. EDR can be queried through the standard queries available to all courts and justice partners:
 1. Standard queries will provide consolidated information from EDR, and applications can use it as appropriate
 2. These are needed for the consistency of information
3. EDR data can also be viewed through applications such as JABS.

What JIS applications will be available for courts with Local CMS systems?

1. The primary integration of courts with Local CMS systems will be through EDR for both sending and receiving statewide data.
2. JABS will be available to ensure all courts can view important statewide data.
3. Courts will be able to use BIT to pull shared data from EDW when the EDR to EDW integration is complete.
4. As some of the JIS applications are slated for retirement/replacements, courts with Local CMSs may not find all data in those applications, and are expected to reduce their dependence on those JIS applications.

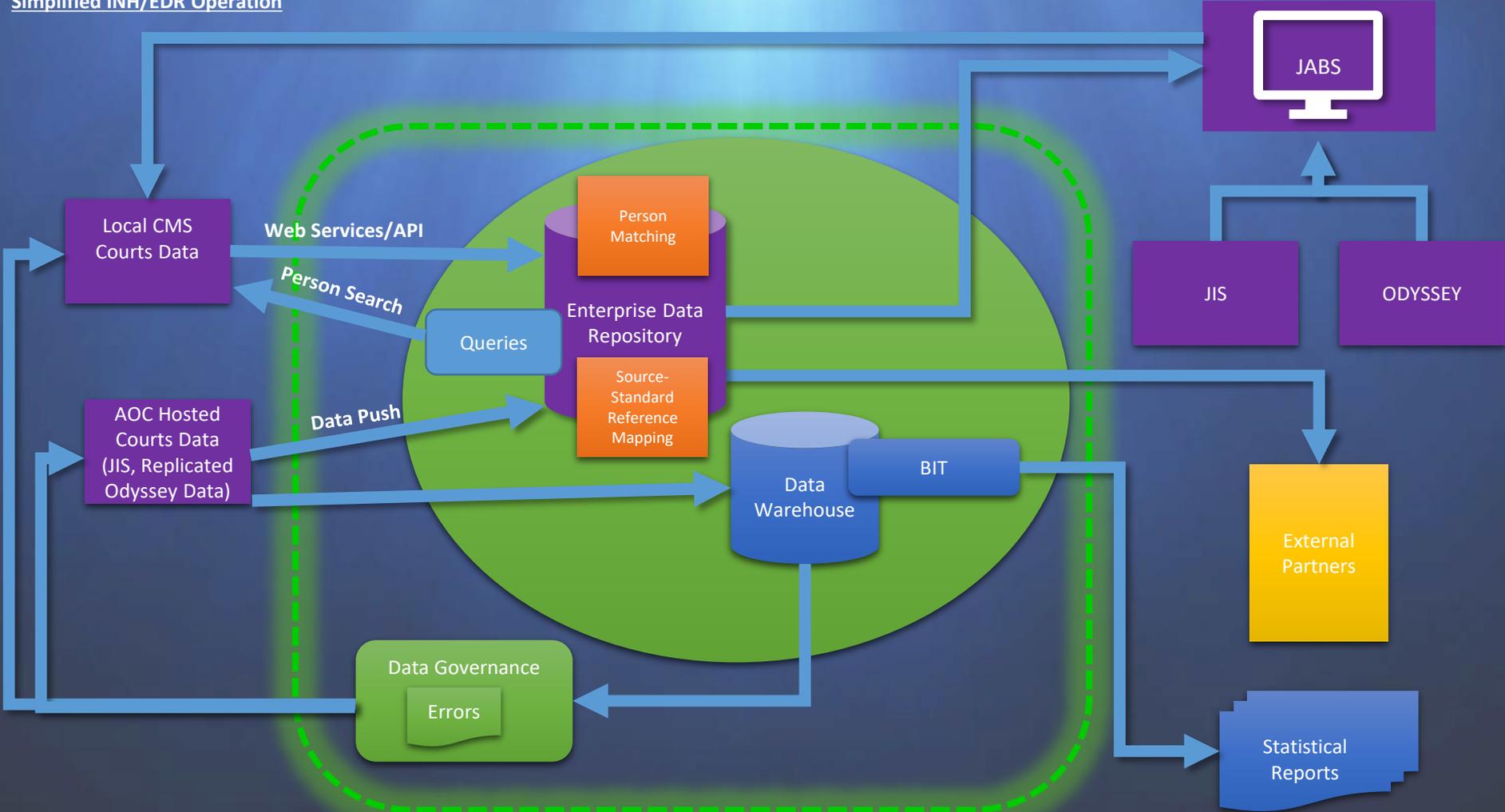
What will be expectations of courts with Local CMSs?

1. Ongoing compliance with the JIS Data Standards and implementation plans including operational support for upgrades and new releases.
2. Ensuring on-going compliance to legislative processes and mandates, support for data exchanges with justice partners and JISC governance directions.
3. Working with AOC on addressing any data quality and governance issues in a timely manner to ensure public safety, judicial decision-making and statewide reporting are not adversely impacted.
4. Submitting IT Governance requests if there are additional needs for data, processes or issues to ensure AOC resources can be assigned based on JISC priorities.

Are there standard processes available for new courts to be on-boarded to EDR?

1. EDR is a new function for AOC and the courts. As such, AOC is developing standard processes and procedures for on-boarding courts.
2. New courts with local CMSs should plan for significant investment of resources for understanding the JIS Data Standards, Standard Reference Data, and EDR Services before building integration to EDR.
3. The majority of the EDR integration work will be on the court's plate. If any new integration needs arise, both AOC and courts would need to comply with the IT Governance processes as well as JISC priorities.

Simplified INH/EDR Operation



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

Project Update

Cat Robinson, PMP
CLJ-CMS Project Manager

October 23, 2019

Recent Activity

- In July 2019, the Project Steering Committee proposed two motions to:
 - Accept the Gartner recommendation to choose a COTS solution for CLJ; AND to
 - Accept the recommendation to proceed with contract negotiations with Tyler technologies.
- AOC staff continues to meet with Tyler Technologies to address the previously identified gaps.
- The project team has reengaged the CUWG and Probation work groups to make important decisions prior to contract execution.

Recent activities (cont.)

- Site visit to Multnomah County, OR to view their installation of the Odyssey Suite.
- Project team met with Tyler to review e-File options
 - In scope for CLJ-CMS.
- e-Filing discussed with PSC.
- Project team received a demo of Tyler Supervision.

Planning Activities

- Staffing plan and hiring.
- Deployment plan.
- Prepare an Organizational Change Management Plan and initiate the first steps.

Next Steps

Milestone	Date
Initiate formal contract negotiations	Est. November 2019
PSC and JISC approval of contract	*Special meeting*
Project Kickoff with Vendor	Est. Start 1Q - 2Q, 2020
Consolidated project schedule with Vendor	Est. Start 1Q – 2Q 2020
Detailed gap analysis with Vendor	Est. Start 2Q 2020

Mandated Project

Washington State Patrol (WSP) System Modernization

October 25, 2019

Background

- WSP is modernizing their Computerized Criminal History and Crime Information Center applications
- Used to link fingerprint cards to charge dispositions
- The planned implementation date of the criminal history functionality is Dec 2020
- Several AOC systems and exchanges must be modified as part of WSP's modernization

WSP Changes Impacting JIS Systems

- WSP plans to cease using Process Control Number (PCN) as their main identifier and will instead use the Transaction Control Number (TCN)
 - PCN is nine characters while TCN is 18 characters
- The interface for WSP Disposition is changing and includes new data and control elements

Systems Impacted

- JIS/SCOMIS
- Odyssey
- Case Replication
- SCDX
- INH
- EDR
- JIS – EDR Data Integration
- JABS
- Electronic Ticketing Process
- WSP Dispo DX
- Mental Health DX
- Operational Data Store
- Data Warehouse
- Data Mirror
- Public Indexes

Questions?



JISC DATA DISSEMINATION COMMITTEE
Friday, October 25, 2019, 9:00 a.m. – 9:55 a.m.
Administrative Office of the Courts
SeaTac Office Building
18000 International Blvd. Suite 1106, Conf Rm #2
SeaTac, WA 98188
Call-in Number: 1-877-820-7831, Passcode 797974

AGENDA

Call to Order

Judge J. Robert Leach, Chair

Agenda Items with documents are indicated with an *

ACTION ITEMS

1. June 28, 2019, Meeting Minutes

Action: Motion to approve the minutes

Judge Leach - All

*

2. Odyssey not displaying existence of sealed cases

Ms. Barb Miner

3. Other Business

Judge Leach

Administrative Office of the Courts
Information Services Division
Project Allocation & Expenditure Update
2019-2021 Allocation

Biennial Information as of 8/31/2019 (Fiscal Month 2)

Initiatives--JIS Transition	TOTAL ALLOTTED	EXPENDED TO DATE	BALANCE
Courts of Limited Jurisdiction - Case Management System (CLJ-CMS)	\$14,486,000	\$36,313	\$14,449,687
Appellate Courts - Electronic Case Management System (AC-ECMS)	\$2,207,000	\$34,696	\$2,172,304
TOTAL 2019-2021	\$16,693,000	\$71,009	\$16,621,991



**Board for Judicial Administration (BJA) Meeting
Friday, June 14, 2019, 8:30 – 11:30 a.m.**

AOC SeaTac Office, 18000 International Blvd, Suite 1106, SeaTac

MEETING MINUTES

BJA Members Present:

Chief Justice Mary Fairhurst
Judge Judy Rae Jasprica, Member Chair
Judge Doug Federspiel
Judge Michelle Gehlsen
Judge Gregory Gonzales
Judge Dan Johnson
Judge David Kurtz
Judge Robert Lawrence-Berrey (by phone)
Judge Mary Logan
Judge David Mann (by phone)
Judge Sam Meyer (by phone)
Judge Rebecca Robertson
Judge Kevin Ringus
Dawn Marie Rubio
Judge Michael Scott
Judge Kitty-Ann VanDoorninck
Justice Charles Wiggins (by phone)

Guests Present:

Barb Miner
Lisa West (by phone)
Dawn Williams

Public Present:

Page Carter

**Administrative Office of the Courts
(AOC) Staff Present:**

Judith Anderson
Jeanne Englert
Stephanie Happold (by phone)
Sharon Harvey
Penny Larsen
Dirk Marler
Dory Nicpon (by phone)
Ramsey Radwan (by phone)
Caroline Tawes

Call to Order

Judge Jasprica called the meeting to order at 8:30 a.m. The members introduced themselves.

District and Municipal Court Judges' Association (DMCJA) Presentation

The DMCJA membership elected new officers at their recent conference. They also established a permanent Council on Independent Courts (CIC) to work on matters affecting judicial independence.

Superior Court Judges' Association (SCJA) Presentation

The SCJA held a long-range planning meeting on June 1–2 where they reviewed association goals. Issues discussed included education of new judges, the budget, and the legislative agenda. A committee has been formed to work on implementation of the Uniform Guardianship Act (UGA).

Standing Committee Reports

Budget and Funding Committee (BFC): Ramsey Radwan reviewed the 2020 supplemental budget request. The only request from AOC might be funding for the UGA. There were five requests from the Office of Civil Legal Aid (OCLA) and Office of Public Defense (OPD) which will be routed through the BJA for information purposes when the requests are finalized.

Court Education Committee (CEC): There will be a conference call meeting next week. The new chair of the CEC will be Judge Gonzales. The CEC report was included in the meeting materials. Judge Jasprica noted the recent DMCJA conference was paperless, saving \$4,000 to \$5,000. The CEC is discussing ways to move forward with education. Judge Jasprica is chairing a task force on the Judicial College and looking for ways to save money at that conference. Chief Justice Fairhurst and Judge Gonzales thanked Judge Jasprica for serving as chair to the CEC.

There was a discussion on why court education did not receive funding this year, and what steps the Court Funding Task Force took to reach out to stakeholders and legislators. Ideas for future strategies included continuing to build relationships with legislators, engaging stakeholders outside the judiciary, using data to discuss funding needs, and looking at other funding options. Jeanne Englert discussed the next steps for the Task Force.

Legislative Committee (LC): Work continues on the implementation of 130 bills that have impact on the judicial branch. The LC will meet in July. Dory Nicpon is working on a summary of bills relevant to the judicial community.

Policy and Planning Committee (PPC): The new chair of the PPC is Judge Scott. The PPC is looking for ideas for the Judicial Leadership Summit in August. By the end of this year, the PPC will provide recommendations to the BJA to increase diversity. Chief Justice Fairhurst thanked Judge Robertson for serving as chair of the PPC, and thanked Judge Scott for joining the PPC and serving as the new chair.

BJA Task Force Updates

The Court Security Task Force split its members into two work groups: funding and data gathering. The funding work group has met and is researching options. The Task Force is also working on the incident reporting mechanism. The next meeting is October 9, and Senator Jeff Holy and Representative Roger Goodman plan to attend.

Jeanne Englert reviewed the work of the Court System Education Funding Task Force and the Interpreter Services Funding Task Force. The Court System Education Funding Task Force may become a four-year task force to continue working on funding options. The next step for the Interpreter Services Funding Task Force will be to create a lessons-learned report that will be presented to the BJA in October.

BJA Year End Review

A member feedback form was included in the meeting materials. Members were asked to fill out the form and return it to Jeanne Englert. She will send the form to those on the phone or unable to attend today's meeting. Non-members and staff were invited to fill out the form as well, and indicate their non-member or staff status on the form. Results will be compiled and shared in the fall.

Jeanne Englert staffed an information table at the DMCJA conference with assistance from Judges Jasprica and Ringus. The intent was to build relationships and increase the visibility of the BJA. At the conference she shared the BJA goals and accomplishments document included in the meeting materials. Chief Justice Fairhurst suggested providing the document at all the conferences to help judicial officers understand the role of the BJA.

Judicial Leadership Summit

Chief Justice Fairhurst would like the Judicial Leadership Summit to be a biannual event, held in the year following the longer legislative session. Questions from last year's summit were discussed at BJA meetings. Jeanne Englert will send a message to the BJA members requesting ideas for topics on both a court level and branch level for this year's summit with the registration. The summit will be from 10:00 a.m. to 4:00 p.m. on August 12, followed by a reception at Chief Justice Fairhurst's home.

Some topic suggestions included:

- Jury selection and the impact of GR 37;
- How can all court levels coordinate so the task forces don't duplicate efforts or come up with conflicting approaches; consolidate efforts or structure coordination;
- Collaboration on mental health issues and how we respond as a judicial branch;
- The budget and an underfunded judicial branch;
- How do we instill pride in all judges? How do we maintain excitement for the position in older, established judges? How do we hold each other accountable?
- Encourage media and public participation in meetings;
- Public education about the judiciary;
- After the legislative session, share information about what went well or didn't go well;
- Use the opportunity to communicate and collaborate and agree on core tenants for branch-to-branch communication.

BJA Committee Membership 2019–2020

It was moved by Judge Kurtz and seconded by Judge Ringus to approve the BJA committee membership for 2019–2020. The motion carried unanimously.

OCLA Oversight Committee Nominations

Judge Federspiel withdrew his application for appointment to the OCLA Oversight Committee.

It was moved by Judge Federspiel and seconded by Judge Ringus to approve Judge Faye Chess as the BJA appointment to the OCLA Oversight Committee. The motion carried unanimously.

May 17, 2019 Meeting Minutes

It was moved by Judge Ringus and seconded by Judge Logan to approve the May 17, 2019, BJA meeting minutes. The motion carried unanimously.

Information Sharing

Jeanne Englert created a survey with the Court Management Council (CMC) on services for self-represented litigants (SRLs) that will be distributed to court administrators and county clerks. She is working on a Justice for All grant to provide support to implement a statewide assessment and develop a strategic action plan for SRL programs.

There was a discussion on the new parameters for online forms and the impact on the Access to Justice (ATJ) forms project.

The CLJ-CMS project continues to move forward and will reach out again to vendors as well as looking at other alternatives.

The SCJA has formed a work group to look at creating a model local rule on the use of a pre-trial safety assessment tool for counties to consider adopting.

AOC is working on developing an online resource for judges and other court personnel on legal advice v. legal information. There will be a demonstration for the CMC in August with a rollout planned after that. The education content on the Inside Courts web site is being reorganized.

Dawn Williams thanked the DMCJA for supporting court management education.

The spring DMCJA conference was one of the best, and Judge Johnson appreciated AOC staffing.

Judge Gonzales asked Page Carter to draft a letter to the media about BJA. He thanked Chief Justice Fairhurst and Judge Jasprica for their service.

Justice Wiggins said this is his last meeting. Membership on the BJA has been interesting and educational.

The leadership of the Washington State Association of County Clerks will change at their Annual Conference, June 24–27. Tim Fitzgerald will be the new president.

SCJA will be working on trying to implement some of the reforms court by court as suggested in the Pretrial Reform Task Force’s Final Recommendations.

The Annual Judicial Conference will be held September 22–25. A conference flyer will be sent in about a month.

Judge Jasprica pointed out the list of outgoing BJA members included in the meeting materials. This will be her last meeting.

Chief Justice Fairhurst thanked Justice Wiggins for his service.

Other

There being no further business, the meeting was adjourned at 11:45 a.m.

Recap of Motions from the June 14, 2019 Meeting

Motion Summary	Status
Approve the BJA committee membership for 2019–2020.	Passed
Approve Judge Faye Chess as the BJA appointment to the OCLA Oversight Committee.	Passed
Approve the May 17, 2019, BJA meeting minutes.	Passed

Action Items from the June 14, 2019 Meeting

Action Item	Status
The PPC will provide recommendations to the BJA to increase diversity before the end of the year.	Tabled to October or November BJA meeting
The Interpreter Services Funding Task Force will create a lessons learned report that will be presented to the BJA in October.	Done

Action Item	Status
Jeanne Englert will compile the results of the BJA Member Feedback survey.	Done
Jeanne Englert will send a message to the BJA members requesting ideas for topics for this year's summit, thinking on both a court level and branch level.	
<u>May 17, 2019 BJA Meeting Minutes</u> <ul style="list-style-type: none">• Post the minutes online.• Send minutes to the Supreme Court for inclusion in the En Banc meeting materials.	Done Done



IT Governance

*"IT Governance is the framework by which
IT investment decisions are made, communicated and overseen"*

Summary of Changes Since Last Report

New Requests:	None
Endorsements:	276 - Parking Tickets issued in SECTOR - Interim resolution
Endorsement	
Confirmations:	267 - Odyssey Supervision Module Modification
CLUG Decision:	242 – WSP System Modernization
Authorized:	None
In Progress:	003 - Imaging and Viewing of Court Documents
Completed:	None
Closed:	122 - Event Manager
ITG Portal:	New title for ITG 027 - Seattle Municipal Court Case Management System (CMS) to Enterprise Data Repository (EDR) Data Exchange. New title for ITG 256 - Spokane Municipal Court Case Management System (CMS) to Enterprise Data Repository (EDR) Data Exchange. New title for ITG 265 - Kitsap District Court Case Management System (CMS) to Enterprise Data Repository (EDR) Data Exchange.

Summary of Changes Since Last Report (cont.)

ITG Portal:	<p>New title for ITG 268 - Olympia Municipal Court Case Management System (CMS) to Enterprise Data Repository (EDR) Data Exchange.</p> <p>New title for ITG 272 - Snohomish District Court Case Management System (CMS) to Enterprise Data Repository (EDR) Data Exchange.</p>
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JISC ITG Strategic Priorities

JISC Priorities				
Priority	ITG#	Request Name	Status	Requesting CLUG
1	102	Courts of Limited Jurisdiction Case Management System	In Progress	CLJ
2	62	Automate Courts DCXT Table Entries	Authorized	Multi-Level
3	252	Appellate Electronic Court Records	In Progress	Appellate
4	27	Expanded Seattle Municipal Court Case Data Transfer	In Progress	CLJ

Authorized
 In Progress
 Completed
 Withdrawn or Closed

ITG Status Year in Review

ITG Request by JISC Priority

ITG 102	2012													
ITG 62	2012													
ITG 252	2018													
ITG 27	2015													
		Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19

■ Authorized
 ■ In Progress
 ■ Completed
 ■ Withdrawn or Closed

Current ITG Priorities by CLUG

Priority	ITG #	Request Name	Status	Approving Authority	Rank
Appellate CLUG					
1	252	Appellate Electronic Court Records	In Progress	JISC	Unspecified
Superior CLUG					
1	107	PACT Domain 1 Integration	Authorized	Administrator	High
Courts of Limited Jurisdiction CLUG					
1	102	Courts of Limited Jurisdiction Case Management System	In Progress	JISC	High
2	27	Expanded Seattle Municipal Court Case Data Transfer	In Progress	JISC	High
Multi Court CLUG					
1	62	Automate Courts DCXT Table Entries	Authorized	JISC	Medium
N/A	3	Imaging and Viewing of Court Documents	Authorized	Administrator	Unspecified

Authorized
 In Progress
 Completed
 Withdrawn or Closed

ITG Request Progress

Awaiting Endorsement	Awaiting Analysis	Awaiting Endorsement Confirmation	Awaiting CLUG Recommendation	Awaiting Authorization	Awaiting Scheduling
<p>272 Snohomish District Court CMS to EDR Data Exchange</p>	<p>220 Supplemental Race/Ethnicity Request</p> <p>232 DQ for Statewide Criminal Data</p> <p>236 DOL ADR Name Enhancement</p> <p>248 WA State JUV Court Assessment</p> <p>256 Spokane Municipal Court CMS to EDR Data Exchange</p> <p>265 Kitsap District Court CMS to EDR Data Exchange</p> <p>266 Upgrade SC-CMS to Odyssey 2018</p> <p>268 Olympia Municipal Court CMS to EDR Data Exchange</p> <p>269 Installation Of Clerks Edition For Franklin County Superior Court Clerks Office</p> <p>270 Allow MH-JDAT/MAISI data to be accessed through BIT from the Data Warehouse</p> <p>271 DB2 Version 12 Upgrade</p> <p>275 Odyssey to EDR</p> <p>276 Parking Tickets issued in SECTOR - Interim resolution</p>	<p>241 JIS Person Business Indicator</p>	<p>267 Odyssey Supervision Module Modification</p>	<p>242 WSP System Modernization</p>	<p>62 Automate Courts DCXT Table Entry</p> <p>107 Pact Domain 1 Integration</p> <p>251 Electronic Filing - Snohomish County</p>

SEATAC OFFICE CENTER SOUTH TOWER FIRE EVACUATION PLAN

18000 INTERNATIONAL BOULEVARD, SEATAC, WASHINGTON

ASSEMBLY AREA LOCATIONS	
LOWER PLAZA:	A EAST
	B EAST
	C EAST
	D EAST
2nd FLOOR:	A CENTER
	B CENTER
	C CENTER
	D CENTER
3rd FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
4th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
5th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
6th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
7th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
8th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
9th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
10th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST
11th FLOOR:	A WEST
	B WEST
	C WEST
	D WEST

