



Judicial Information System Committee (JISC)

Friday, December 6, 2019 (10:00 a.m. – 12:15 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. Introduction of New JISC Chair c. Approval of Minutes	Chief Justice Fairhurst, Chair	10:00 – 10:10	Tab 1
2.	JIS Budget Update a. 19-21 Budget Update	Mr. Ramsey Radwan, MSD Director	10:10 – 10:25	Tab 2
3.	Legislative Update	Ms. Dory Nicpon	10:25 - 10:40	Tab 3
4.	Tribute to Chief Justice Fairhurst – 12 Years of JISC Leadership	Judge J. Robert Leach, Vice-Chair Ms. Vonnie Diseth, ISD Director	10:40 – 11:00	
Break (Celebration with cake and cider)			11:00 – 11:15	
5.	JIS Priority Project #1 (ITG 102): Courts of Limited Jurisdiction Case Management System (CLJ-CMS) a. Project Update b. QA Update c. Decision Point: Approval of new steering committee member 1. Ms. Kristine Nisco, Misdemeanant Probation Association (MPA)	Ms. Cat Robinson, PMP Mr. Allen Mills, Bluecrane Ms. Paulette Revoir, Chair	11:15 – 11:45	Tab 4
6.	JIS Data Standards a. Decision Point: Approval of Revised JIS Data Standards as Implemented with KCCO and KCDC	Mr. Scotty Jackson	11:45 – 12:00	Tab 5
7.	Committee Reports Data Dissemination Committee (DDC)	Judge J. Robert Leach, Chair	12:00 – 12:10	Tab 6
8.	Meeting Wrap Up	Chief Justice Fairhurst, Chair	12:10 – 12:15	
9.	Informational Materials a. Board for Judicial Administration (BJA) October 18 th Meeting Minutes b. ITG Status Report c. SeaTac Evacuation Map			Tab 7

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.

Future Meetings:

2020 – Schedule

February 28, 2020

April 24, 2020

June 26, 2020

August 28, 2020

October 23, 2020

December 4, 2020

JUDICIAL INFORMATION SYSTEM COMMITTEE

October 25th, 2019
10:00 a.m. to 12:00 p.m.
AOC Office, SeaTac WA

Minutes

Members Present:

Judge Scott K. Ahlf
Ms. Mindy Breiner
Judge Jeanette Dalton – Phone
Judge John Hart - Phone
Mr. Rich Johnson
Judge J. Robert Leach
Mr. Frank Maiocco
Ms. Barb Miner
Chief Brad Moericke - Phone
Ms. Paulette Revoir
Ms. Dawn Marie Rubio
Mr. David Reynolds
Judge David Svaren - Phone
Mr. Bob Taylor

Members Absent:

Chief Justice Mary Fairhurst, Chair
Mr. Jon Tunheim
Ms. Margaret Yetter

AOC Staff Present:

Mr. Kevin Ammons
Mr. Kevin Cottingham
Ms. Vicky Cullinane
Ms. Vonnie Diseth
Mr. Brian Elvin
Mr. Mike Keeling
Mr. Dirk Marler
Mr. Dexter Mejia
Ms. Cat Robinson
Mr. Kumar Yajamanam

Guests Present:

Ms. Heidi Percy
Ms. Ruth Gordon
Ms. Linda Myhre Enlow
Mr. Clint Casebolt
Mr. Jeffery Jahns
Mr. Scott Tinney
Mr. Allen Mills
Mr. Othniel Palomino

Call to Order

Judge J. Robert Leach, JISC Vice-Chair and filling in for 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

Judge Leach asked if there were any changes to be made to the August 23rd JISC meeting minutes. Ms. Dawn Marie Rubio requested one edit to her motion on the decision point regarding the appeal of the DDC decision to deny access to Juvenile names and case managers. Her edits were approved and incorporated in the meeting minutes.

Judge Leach introduced the newest member to the JISC, Mr. David Reynolds. Mr. Reynolds is from Whatcom County and is representing the Washington State Juvenile Court Administrators Association.

JISC Rule 13 Proposed Amendment

Mr. Frank Maiocco presented the JISC Rule 13 Proposed Amendments for submittal to the Supreme Court. Mr. Maiocco reviewed the background leading to the formation of a consensus workgroup at the June 28th JISC Meeting. Mr. Maiocco gave a detailed explanation on the process and how the workgroup came to a consensus in spite of the varied perspectives of the workgroup members. Mr.

Maiocco explained the workgroup adopted a fist-to-five approach which enabled them to find consensus on all items. Following his presentation, Mr. Maiocco made a motion.

Motion: Mr. Frank Maiocco

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

Second: Ms. Dawn Marie Rubio

Following the motion Judge Leach opened the floor to discussion. Discussion was held regarding possible additions, edits and the thought process behind the term “sanctions” in the proposed rule. Following some discussion, Ms. Barb Miner made a motion.

Motion: Ms. Barb Miner

I move to table Rule 13 so it can be taken back to the Associations for vetting.

Second: None

Ms. Miner’s motion died due to the lack of a second.

Judge Leach reminded the JISC if the proposed amendments are passed to today, they will be sent to the Supreme Court Rules Committee and there will be other opportunities to provide input. He advised members to consult with their various associations should they wish to provide input when provided the opportunity in the future. After further discussion Mr. Maiocco’s motion was put to a vote.

Voting in Favor: Judge Scott K. Ahlf, Ms. Mindy Breiner, Judge Jeanette Dalton, Judge John Hart, Mr. Rich Johnson, Judge J. Robert Leach, Mr. Frank Maiocco, Chief Brad Moericke, Ms. Brooke Powell, Mr. David Reynolds, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Judge David Svaren,

Opposed: Ms. Barb Miner

Absent: Chief Justice Mary Fairhurst, Mr. Jon Tunheim, Ms. Margaret Yetter

The motion was passed.

Long Term JIS Strategy

Mr. Kumar Yajamanam, Architecture & Strategy Manager, presented on the long-term JIS Modernization Strategy. Mr. Yajamanam’s presentation consisted of FAQ’s on Enterprise Data Sharing, Enterprise Data Viewing & Reporting as well as Data Sharing for Courts with Local Case Management Systems (CMSs). The FAQ’s can be found in the meeting materials posted online.

JIS Priority Project #1 (ITG102): CLJ-CMS Project Update

Ms. Paulette Revoir presented a motion regarding the Courts of Limited Jurisdiction Case Management System (CLJ-CMS) Steering Committee. Judge Glenn Phillips, presently on the CLJ-CMS Steering Committee, will be retiring at the end of the year necessitating a replacement. Ms. Revoir is presenting

a motion for Judge Patti Connolly Walker of Spokane District Court and current CLJ-CMS Court User Work Group (CUWG) Chair to be appointed in his place.

Motion: Ms. Paulette Revoir

I move to appoint Judge Patti Connolly Walker to the CLJ-CMS Steering Committee.

Second: Judge Scott K. Ahlf

Voting in Favor: Judge Scott K. Ahlf, Ms. Mindy Breiner, Judge Jeanette Dalton, Judge John Hart, Mr. Rich Johnson, Judge J. Robert Leach, Mr. Frank Maiocco, Ms. Barb Miner, Chief Brad Moericke, Ms. Brooke Powell, Mr. David Reynolds, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Judge David Svaren,

Opposed: None

Absent: Chief Justice Mary Fairhurst, Mr. Jon Tunheim, Ms. Margaret Yetter

Ms. Cat Robinson provided a CLJ-CMS project update. The project is moving along; the team continues to meet with Tyler Technologies to address previously identified gaps and has started to re-engage the focus groups. The team had a great visit to Multnomah County, OR to see how the product is being used in the field and have been reviewing options surrounding e-Filing and the use of Tyler Supervision. Next steps are to start hiring the team, prepare a full plan for presentation and to initiate Organization Change Management Steps.

Mr. Allen Mills presented the CLJ-CMS Project QA update, stating from QA perspective the emphasis is on readiness, anticipating the ramp-up and reenergizing of the project. Currently the sponsors and project team are revisiting the project and communication plans, vendor management, retargeting baseline requirements including data strategy regarding any changes that may have taken place affecting the project. Mr. Mills focused on the steps the CLJ-CMS team has been taking in order to hit the ground running; he stated the team is doing a good job from a QA perspective.

King County District Court (KCDC) Integration to EDR Project Update

Mr. Othniel Palomino updated the JIS Committee, reporting King County District Court had started end-user training in July with an original scheduled go-live date of October 21st. Mr. Palomino reported in August that they had found some issues with two critical interfaces, one being the EDR, and after a closer look KCDC decided to re-architect and scrap the existing EDR interface. In addition the decision was made to take the work from the vendor and move it internally to the court's IT Department where it was rewritten. Mr. Palomino reported this part of the process has been progressing well with approximately 70,000 cases loaded into the EDR in thirty minutes just two weeks prior. In addition, KCDC did a proof-of-concept to test if all of their cases could be loaded during the go-live weekend, which included approximately 2.3 million cases that were loaded into the EDR in about ten hours. Mr. Palomino stated there was still some work to be done on mappings, which is an ongoing effort between the KCDC and AOC IT teams.

Mr. Palomino reported the other interface needing additional attention was Journal's Probation and eCourt applications as KCDC is the first court to integrate these programs. Issues arose during the integration and some additional work needed to be done. At the moment it is going well and a new go-live date will not be announced until both the AOC/EDR and eCourts/Probation integrations are working at the level they should be.

Washington State Patrol Legacy System Replacement

Mr. Kevin Ammons reported on a new project, the Washington State Patrol (WSP) System Modernization project. He informed the JISC that WSP was replacing their criminal history system and changing the primary number used for linking arrests to dispositions from the 9-digit Process Control Number to the 18-character Transaction Control Number. In order to accommodate the change, AOC must make changes to many of its systems. In addition, Mr. Ammons reported that the WSP Disposition data exchange will also be adapted to work with WSP's new system. The planned implementation date of the new WSP system is early December 2020.

Data Dissemination Committee Report (DDC)

Judge Leach reported there was one agenda item at the DDC Meeting held directly prior to the JIS Committee meeting. There is an issue with Odyssey where once a case is sealed, the case is removed from the case index. Therefore, when looking at the case index one cannot determine that the sealed case exists. GR 15 requires that the index still reflect the existence of the sealed case putting Odyssey out of compliance of GR 15. An initial cost estimate to resolve the issue in Odyssey for the superior courts is approximately \$300,000. Discussion was held on other possible solutions that could mitigate the cost. The courts of limited jurisdiction have identified this as a business requirement for the CLJ-CMS project. Additional information is being gathered and will be revisited at the next DDC Meeting in on December 6th.

Board for Judicial Administration Report (BJA)

Judge Leach reminded the Committee that the BJA minutes are contained in the JISC packet behind Tab 9.

Adjournment

Judge Leach adjourned the meeting at 12:04pm

Next Meeting

The next meeting will be December 6th, 2019, at the AOC SeaTac Facility from 10:00 a.m. to 2:00 p.m.

Action Items

	Action Items	Owner	Status
--	--------------	-------	--------

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

Biennial Information as of 10/31/2019 (Fiscal Month 4)

Initiatives--JIS	TOTAL ALLOTTED	EXPENDED TO DATE	BALANCE
Courts of Limited Jurisdiction - Case Management System (CLJ-CMS)	\$14,486,000	\$87,516	\$14,398,484
Appellate Courts - Electronic Case Management System (AC-ECMS)	\$2,207,000	\$113,824	\$2,093,176
TOTAL 2019-2021	\$16,693,000	\$201,340	\$16,491,660



WASHINGTON COURTS

December 6, 2019

TO: Judicial Information System Committee Members
FROM: Dory L. Nicpon, Associate Director, Judicial and Legislative Relations
RE: Legislative Update

2020 Legislative Session

The 2020 legislative session is scheduled to be sixty days long, beginning on January 13, 2020. If additional time is needed in order for the legislature to conclude vital business, then special session(s) can be convened in thirty-day increments.

The legislature will likely have extensive debate about transportation and local finance as a result of additional cost associated with remediation of fish passage barriers (estimated at \$3.7 billion), and reduced revenue following passage of Initiative 976. The passage of Initiative 976, which changes state vehicle taxes and fees, and modifies certain local authority to impose a vehicle fee and motor vehicle excise tax, is estimated to reduce revenue in the next six years by \$1.9 billion for the state and \$2.3 billion for local governments. On November 6, 2019, Governor Jay Inslee directed the Washington State Department of Transportation to postpone transportation projects not yet underway. The House Transportation Committee added the topic of “Initiative 976: Potential budgetary implications” to its work session agenda for November 21, 2019.

Legislative Topics of Interest to the Judiciary in 2020

Uniform Guardianship, Conservatorship, and Protective Arrangements Act (UGA):

Chapter 437, laws of 2019, changes Washington’s statutes relating to guardianship to align substantially with the UGA. During the legislative interim, the prime sponsor of the new law, Senator Jamie Pedersen, convened several listening and work sessions for developing a “trailer bill” to adjust the new law.

Mental/Behavioral Health: Several new laws passed during the 2019 session concern mental and behavioral health issues, increasing demand for mental health services, opioid use disorder, and the *Trueblood* settlement. Representatives from trial court associations and the AOC participate on the General Advisory Committee for the *Trueblood* Settlement

Executive Committee. The on-going legislative discussion of these topics has expanded to include interest in therapeutic courts and sentencing options.

Topics of Recurring BJA Engagement with the Legislature

The BJA has discussed concerns and collaborated with public policy makers regarding amendments to legislation where the bill language under debate raised concerns related to the administration of justice, including: judicial independence/separation of powers; courts should not be revenue collectors; and judicial branch entities should not be funded by fees.

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

Project Update

Cat Robinson, PMP
CLJ-CMS Project Manager

December 06, 2019

Recent Project Activity

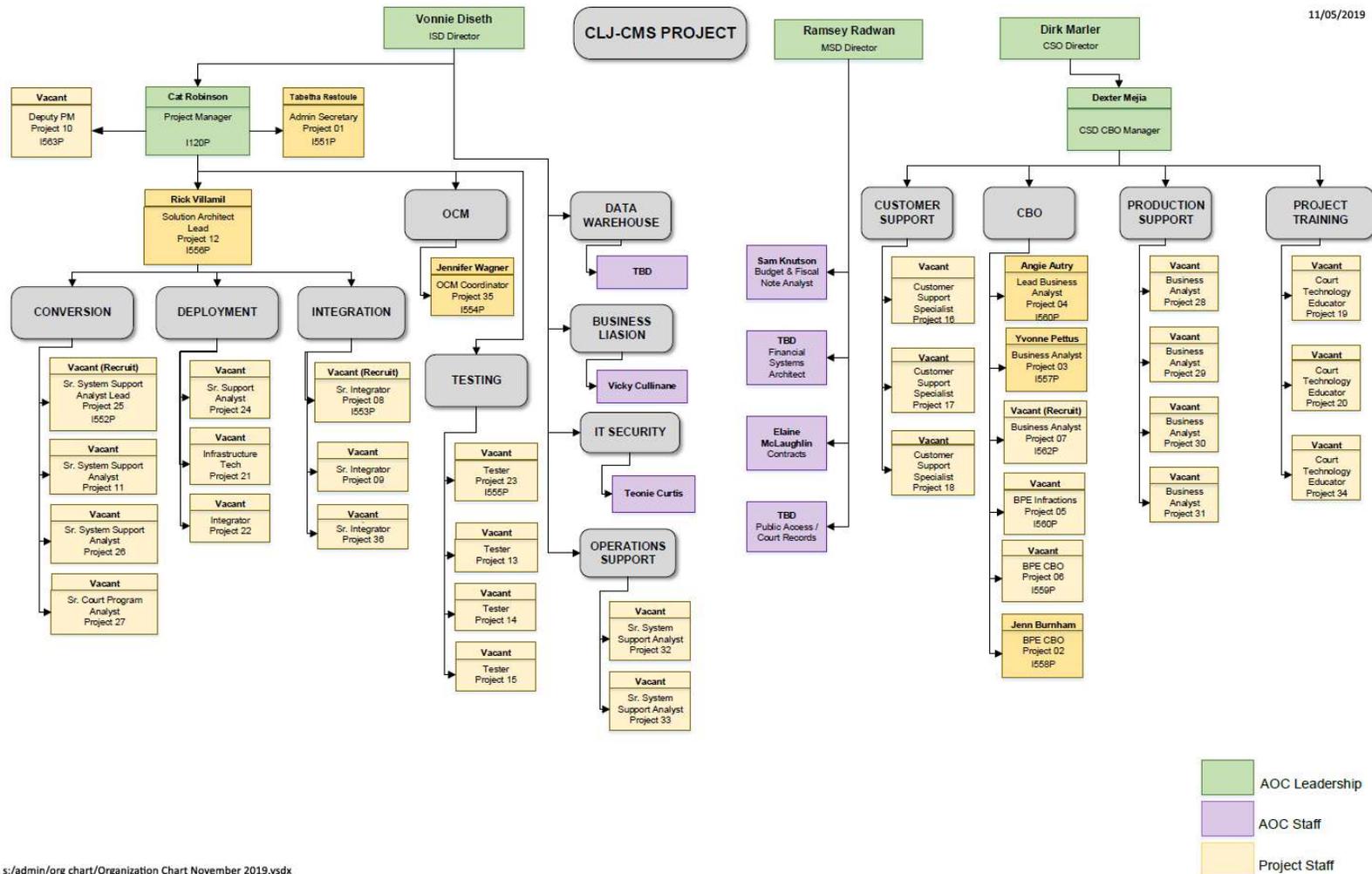
- Recent decisions by the Steering Committee
 - E-File statewide rollout first
 - CMS to follow e-File in courts and probation offices
 - Pilot courts tentatively determined
 - Pierce District
 - Tacoma Municipal
 - Gig Harbor
 - Fircrest/Ruston

Project Steering Committee Demo Overview

- Deployment Plan
- E-File
- Case Management System
- Tyler Supervision

CLJ Project Organization Chart

11/05/2019



Hiring Plan for Project

	1Q	2Q	3Q	4Q
2019		Project Manager	Business Analysts	Admin Secretary O.C.M Business Analyst
2020	Integration Lead Conversion Lead Training Lead Business Analysts	Test lead Technical staff	Deputy PM Technical staff	Customer Service Staff
2021	Education Staff	Technical Staff		
2022	Production Support Staff			

Next Steps

Milestone	Date
Begin contract negotiations	Est. 1Q, 2020
JISC contract approval	TBD
Initiate vendor engagement	TBD
Consolidated project schedule with Vendor	TBD
Full gap analysis with Vendor	TBD
Pilot Phase (Pierce, Tacoma, Gig Harbor, Fircrest/Ruston) Pilot Court Deployment (20 months)	TBD
E-File Deployment (9-12 months total) Pilot District Municipal	TBD
Statewide Rollout	TBD

Judicial Information System Committee Meeting, December 6, 2019

DECISION POINT – Courts of Limited Jurisdiction Case Management System (CLJ-CMS) - Appointment of Steering Committee Member

MOTIONS:

- I move that the JISC approve the appointment of Kristine Nisco to represent the Misdemeanant Probation Association (MPA) on the CLJ-CMS Project Steering Committee.

I. BACKGROUND

On February 28, 2014, the JISC made IT Governance Request 102, the CLJ Case Management System, JISC Priority 4, the top priority request for courts of limited jurisdiction on the JISC priority list.

On April 25, 2014, the JISC approved the Project Charter, the Project Steering Committee Charter, and the Court User Workgroup Charter for the CLJ-CMS Project, and appointed members to the Project Steering Committee nominated by the District and Municipal Court Management Association (DMCMA), the District and Municipal Court Judges' Association (DMCJA), and the Misdemeanant Probation Association (MPA).

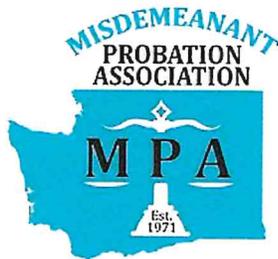
The CLJ-CMS Project Steering Committee provides project oversight and strategic direction for the CLJ-CMS project over the life of the project. The CLJ-CMS Project Steering Committee plays a key leadership role within the project governance structure and is responsible for business decisions regarding the project and for making project recommendations to the JISC.

II. DISCUSSION

Larry Barker stepped down from the CLJ-CMS Project Steering Committee in November, 2019. The CLJ-CMS Project Steering Committee Charter requires members to be appointed by the JISC. The MPA has nominated Kristine Nisco to replace Larry Barker.

III. OUTCOME IF NOT PASSED –

If the JISC does not appoint a new member to replace Larry Barker, the MPA will not have full representation on the CLJ-CMS Project Steering Committee.



President

Toni Farris
Skamania County
Probation Department
509.427.3709

Vice President

Cathy Oakes
Yakima County
District Court
509.574.1891

Past President

Chris Hornung
Marysville Municipal
Court
360.363.8064

Treasurer

Mindy Breiner
Tukwila Municipal
Court
206.433.7145

Secretary

Camille Jackson
Lynnwood Municipal
Court
425.670.5132

November 26, 2019

Honorable Mary E Fairhurst
Chief Justice, Washington State Supreme Court
Judicial Information System Committee Chair
POB 40929
Olympia WA 98504-0929

RE: MPA CLJ-CMS Project Steering Committee Member Nominee

Dear Chief Justice Fairhurst:

It is with great pleasure that I nominate Kristine Nisco with Pierce County District Court Probation to the CLJ-CMS Steering Committee. Due to Larry Barker stepping down, Kristine will be able to fill the open position.

I trust you will find that Ms. Nisco's active role on the CLJ-CMS Court User Work Group since the beginning of the project and her commitment to the project's successful completion, equips her with an excellent background to promote the goals of the Committee.

Thank you for your consideration and for the JISC's continued work.

Sincerely,

Toni Farris
MPA President

Judicial Information System Committee Meeting, December 6, 2019

DECISION POINT – Approval JIS Data Standards for Local Automated Court Record Systems Version 2.0.6 and Interim Process

MOTION:

1. I move to approve the JIS Data Standards for Local Automated Court Record Systems (Data Standards) version 2.0.6 with all changes that have been approved by the Expedited Data Exchange (EDE) Project Steering Committee through the process previously approved by the JISC.
2. I move to allow AOC, in concert with King County District Court, to continue the interim process for approving updates to the JIS Data Standards through completion of the onboarding of King County District Court to the AOC Enterprise Data Repository (EDR).

I. BACKGROUND

The current JIS Data Standards were approved by the JISC on October 24, 2014. The Data Standards contain the general and specific data elements that local automated court record systems must send to the EDR for sharing on a statewide basis. The statewide standards are necessary to ensure the availability and integrity of statewide information on which all courts, judicial partners, AOC, and the general public depend. The standards specify that changes to the contents of the standard approved through the ITG process, with the JISC as the approving authority.

In July of 2015, the Legislature provided funding for AOC to work with King County representatives on the EDE project. On December 4, 2015, the JISC approved a process for interim updates to be made to the JIS Data Standards during the EDE project. Over the last four years, the EDE Project Steering Committee approved numerous changes to the Data Standards that were needed as the project progressed. The first EDR integration pilot, King County Clerk's Office, went live in July 2019. AOC continues to work with King County District Court to onboard it to the EDR.

II. DISCUSSION

During the court onboarding process, the technical teams may discover important information that is missing from the standard. The project team would incorporate the change on a provisional basis and then forward the change through the broader work group and to the JISC for final approval and inclusion in the standard. This proposed process is necessary for quick action due to the urgency of the timeline for this project.

III. OUTCOME IF NOT PASSED

New data elements that may be necessary for the King County District Court onboarding to the EDR will be delayed while AOC goes through the ITG process to vet the proposal to add a new data element to the standard. This will impact the timeline/schedule for King County District Court.

JIS Data Standards

Scotty Jackson, EDR Business Owner
Tammy Anderson, EDR Program Manager

December 6, 2019

JIS Data Standards History

- Current JISC Data Standards were last approved October 24, 2014.
- EDE Steering Committee provisionally approved Standards changes for KCCO and KCDC Integrations.

Provisional Changes

- JISC authorized the EDE Steering Committee to provisionally approve changes required for project implementation
- Between 2015 and 2018, changes made to the JIS Standard focused on a successful integration and was coordinated with KCCO and KCDC.
 - Adding Standard Elements
 - Definition Clarification/Updates
 - Added improved data examples
- KCCO went live with their integration to the EDR on July 15, 2019.

Decision Point

JIS Standard for Alternative Local Court Record Systems

JIS Data Standards for Alternative Electronic Court Record Systems		
Effective Date: October 24, 2014		
Revision History	Date	Description
Version 1.0	6/2/2014	Draft for Review and Comment
Version 1.1	6/24/2014	Accepted agreed upon items from King County and Access to Justice comments
Version 1.2	6/25/2014	Accepted additional King County revisions.
Version 1.3	7/1/2014	Final edits as approved by the JISC
Version 1.32	9/15/2014	Comments from court feedback for review.
Version 1.33	9/20/2014	Internal AOC review and corrections.
Version 1.34	10/1/2014	Changed name from “Standards for Local Automated Court Record Systems
Version 1.35	10/8/14	Added “Data” to standard title, at stakeholder request, and added effective date under title.
Version 1.36	10/10/2014	Revised the scope statement.
Version 1.4	10/31/2014	Version as approved by the JISC on 10/24/2014.
Version 1.5	12/07/2015	Multiple revisions
Version 1.6	03/11/2016	Provisionally approved by EDE Steering Committee. Revision containing multiple updates to finalize changes for Standards Freeze for EDR pilot implementation.
Version 1.61	05/23/2016	Accepted all redline changes. No content revisions made.
Version 1.62	10/31/2016	Removed NIEM as an interchange standard – not used.
Version 1.7	02/06/2017	Updated data element descriptions
Version 1.7.1	08/24/2017	Entire document re-validated by Business Product Owner, Business Analysts and SMEs. New “Simplification” model considered during validation process. Some previously-deleted elements brought back. Some description changes. Biggest change is the breakdown of the Significant Document section into multiple sections. New elements are numbered in the 300 series.
Version 2.0	10/9/2017	Incorporating stakeholder suggestions on definition changes and general cleanup of document for consistency and clarification.
Version 2.0.1	11/30/2017	Incorporating CR009 changes to the Charge section.
Version 2.0.2	12/5/2017	Incorporating CR001-CR003, CR005-CR007, CR010-CR015, CR017, CR018, and CR020. (Do not implement CR008 or CR016.)
Version 2.0.3	01/16/2018	Incorporate CR019 and CR021-CR024, CR026.
Version 2.0.4	03/28/2018	Incorporate CR027 and BR001.
Version 2.0.5	04/30/2018	Incorporate CR028

JIS Standard for Alternative Local Court Record Systems

<u>Version 2.0.6</u>	<u>02/01/2019</u>	<u>Incorporate CR029 (move “complicity” from definition in element #67 to #65) & CR030 (add mapping from ChargeSource to ChargeReportingCategory)</u>
----------------------	-------------------	---

Table of Contents

PURPOSE	3
AUTHORITY	3
GUIDANCE	4
SCOPE	5
DEFINITIONS	5
STANDARDS	5
A. GENERAL	6
B. SHARED DATA	7
C. Common Process	13
D. Security	1414
E. Technical	14
RESPONSIBILITIES	15
REVIEW CYCLE	16
OWNERS	16
Appendix A Shared Data Elements	17
Identifier Elements	37
Appendix B Deleted Data Elements	45

JIS Standard for Alternative Local Court Record Systems

PURPOSE

This standard contains the requirements for trial courts to interface independent, automated court record systems with the state Judicial Information System (JIS). These standards are necessary to ensure the integrity and availability of statewide data and information to enable open, just and timely resolution of all court matters.

AUTHORITY

RCW 2.68.010 established the Judicial Information System Committee (JISC).

“The judicial information system committee, as established by court rule, shall determine all matters pertaining to the delivery of services available from the judicial information system.”

JISC Rule 1 describes the authority of the Administrative Office for the Courts (AOC) for the JIS.

“It is the intent of the Supreme Court that a statewide Judicial Information System be developed. The system is to be designed and operated by the Administrator for the Courts under the direction of the Judicial Information System Committee and with the approval of the Supreme Court pursuant to RCW 2.56. The system is to serve the courts of the state of Washington.

JISC Rule 13 gives the JISC specific responsibility and authority to review and approve county or city proposals to establish their own automated court record systems.

“Counties or cities wishing to establish automated court record systems shall provide advance notice of the proposed development to the Judicial Information System Committee and the Office of the Administrator for the Courts 90 days prior to the commencement of such projects for the purpose of review and approval.”

RCW 2.68.050 directs the electronic access to judicial information.

“The supreme court, the court of appeals and all superior and district courts, through the judicial information system committee, shall:

- (1) Continue to plan for and implement processes for making judicial information available electronically;*
- (2) Promote and facilitate electronic access to the public of judicial information and services;*
- (3) Establish technical standards for such services;*
- (4) Consider electronic public access needs when planning new information systems or major upgrades of information systems;*
- (5) Develop processes to determine which judicial information the public most wants and needs;*
- (6) Increase capabilities to receive information electronically from the public and transmit forms, applications and other communications and transactions electronically;*
- (7) Use technologies that allow continuous access twenty-four hours a day, seven days per week, involve little or no cost to access, and are capable of being used by persons without extensive technology ability; and*
- (8) Consider and incorporate wherever possible ease of access to electronic technologies by persons with disabilities.”*

RCW 2.56.030 describes the powers and duties of the AOC. The following subsections apply to this standard:

JIS Standard for Alternative Local Court Record Systems

- (1) *Examine the administrative methods and systems employed in the offices of the judges, clerks, stenographers, and employees of the courts and make recommendations, through the chief justice, for the improvement of the same;*
- (2) *Examine the state of the dockets of the courts and determine the need for assistance by any court;*
- (4) *Collect and compile statistical and other data and make reports of the business transacted by the courts, and transmit the same to the chief justice to the end that proper action may be taken in respect thereto;*
- (6) *Collect statistical and other data and make reports relating to the expenditure of public moneys, state and local, for the maintenance and operation of the judicial system and the offices connected therewith;*
- (7) *Obtain reports from clerks of courts in accordance with law or rules adopted by the supreme court of this state on cases and other judicial business in which action has been delayed beyond periods of time specified by law or rules of court and make report thereof to supreme court of this state;*
- (11) *Examine the need for new superior court and district court judge positions under an objective workload analysis. The results of the objective workload analysis shall be reviewed by the board for judicial administration which shall make recommendations to the legislature. It is the intent of the legislature that an objective workload analysis become the basis for creating additional district and superior court positions, and recommendations should address that objective;”*

The Supreme Court of Washington Order No. 25700-B-440 directs the establishment of the Washington State Center for Court Research within the AOC. The order authorizes the collection of data under RCW 2.56.030 for the purpose of: objective and informed research to reach major policy decisions; and to evaluate and respond to executive and legislative branch research affecting the operation of the judicial branch.

The Supreme Court of Washington Order No. 25700-B-449 adopting the Access to Justice Technology Principles. The order states the intent that the Principles guide the use of technology in the Washington State court system and by all other persons, agencies, and bodies under the authority of this Court. The Order further states that these Principles should be considered with other governing law and court rules in deciding the appropriate use of technology in the administration of the courts and the cases that come before such courts, and should be so considered in deciding the appropriate use of technology by all other persons, agencies and bodies under the authority of this Court.

GUIDANCE

JIS Baseline Services: In its strategic planning efforts throughout recent years, the JISC recognized the need to identify baseline services to guide development initiatives. The JISC established the JIS Baseline Services Workgroup in June 2010. The Workgroup published a report that specified data to be shared and identified common processes needed for Washington State Courts. On October 7, 2011, the JISC approved a resolution that: “*the JIS Baseline Services be referenced in planning of all court information technology projects.*” As such, the report is used as a guideline for section ‘B’ – Shared Data and section ‘C’ – Common Processes.

JIS Standard for Alternative Local Court Record Systems

The Annie E. Casey Foundation's Juvenile Detention Alternatives Initiative Data Analysis: Recommendation of Standards: This report contains recommendations for a common set of standards for data collection, analysis, and reporting.

The Washington State Access to Justice Technology Principles should be used for technologies in the Washington State justice system. The Access to Justice Technology Principles apply to all courts of law, all clerks of court and court administrators and to all other persons or part of the Washington justice system under the rule-making authority of the Court.

SCOPE

The information in this standard applies to all Washington State Superior Courts and Courts of Limited Jurisdiction (CLJ) operating an Alternative Electronic Court Record System. Juvenile Departments are included in the scope as each is a division within a Superior Court. It does not include the Supreme Court and Court of Appeals courts as their systems are, by statute, fully supported by the AOC.

This standard does not apply to Superior and CLJ courts using the statewide case management system, as they are already subject to existing JIS policies, standards, guidelines, and business and data rules that encompass the data requirements identified in Appendix 'A.'

DEFINITIONS

"Statewide court data" refers to data needed for sharing between courts, judicial partners, public dissemination, or is required for statewide compilation in order to facilitate the missions of the Washington Courts, justice system partners, and the AOC.

"Alternative Electronic Court Record System" is any electronic court records technology system that is the source of judicial data identified in section B below.

"The Judicial Information System (JIS)" is the collection of systems, managed by the AOC, that serve the courts and includes the corresponding databases, data exchanges, and electronic public data access.

"Data Exchange" is a process that makes data available in an electronic form from one computer server to another so that an automated system can process it. Exchanges involve data moving from the AOC to other destinations and data coming into the AOC from external sources.

STANDARDS

The following subsections provide the standards for courts that implement and operate an Alternative Electronic Court Record System. There are six sections:

- Section 'A', General: provides references to RCW's, Court General Rules, and JISC rules that must be followed.
- Section 'B', Shared Data: contains the data that must be provided by the Alternative Electronic Court Record System to the statewide JIS.
- Section 'C', Common Process: provides guidance to provide consistency and quality in the content of the shared data identified in subsection 'B' - Shared Data.
- Section 'D', Security: identifies the AOC security standards that apply for data sharing and access to the statewide JIS.

JIS Standard for Alternative Local Court Record Systems

- Section 'E', Technical: provides the technical requirements that are required for the exchange of data between systems.
- Section 'F', Responsibilities: provides information on what is expected to be performed by the courts and by the AOC.

A. GENERAL

General Standards describe high-level shared data and business processes that are needed so that a court's implementation and operation of an Alternative Electronic Court Record System does not have a negative impact on the public, other courts, justice system partners, and the AOC. The following existing authoritative references provide the high level standards to be used. Inclusion of these rules provides an easy reference for the courts on what statutes, rules, and other items apply so that they can effectively plan for and operate an alternative system.

1. A court that implements an Alternative Electronic Court Record System will continue to follow RCW's related to the JIS as applicable and prescribed by law. These include:
 - a) [RCW 2.68](#) regarding the JIS;
 - b) [RCW 26.50.160](#) regarding the JIS being the designated statewide repository for criminal and domestic violence case histories;
 - c) [RCW 26.50.070\(5\)](#) and [RCW 7.90.120](#) regarding mandatory information required by JIS within one judicial day after issuance of protection orders ;
 - d) [RCW 10.98.090](#) regarding reporting criminal dispositions to the Washington State Patrol (WSP) from the JIS;
 - e) [RCW 10.97.045](#) regarding disposition data to the initiating agency and state patrol and;
 - f) [RCW 10.98.100](#) regarding compliance audits of criminal history records.
2. A court that implements an Alternative Electronic Court Record System will continue to follow Washington State Court General Rules (GR), specifically:
 - a) [GR 15](#) for the destruction, sealing, and redaction of court records
 - b) [GR 22](#) for the access to family law and guardianship court records
 - c) [GR 31](#) for the access to court records and
 - d) [GR 31.1](#) for the access to administrative records
 - e) GR 34 for the waiver of court and clerk's fees and charges in civil matters on the basis of indulgency
3. A court that implements an Alternative Electronic Court Record System will continue to follow JIS rules, specifically:
 - a) [Rule 5](#) regarding standard data elements;
 - b) [Rule 6](#) regarding the AOC providing the courts standard reports

JIS Standard for Alternative Local Court Record Systems

- c) [Rule 7](#) regarding codes and case numbers
- d) [Rule 8](#) regarding retention
- e) [Rule 9](#) regarding the JIS serving as the communications link for courts with other courts and organizations and
- f) [Rule 10](#) regarding attorney identification numbers
- g) [Rule 11](#) regarding security
- h) [Rule 15](#) regarding data dissemination, including the local rules consistent with the JIS Data Dissemination Policy and
- i) [Rule 18](#) regarding removing juvenile data when only a truancy record exists

B. SHARED DATA

These standards identify the data required to ensure that the existing JIS, the statewide data repository, and any Alternative Electronic Court Record System database are able to complete necessary transactions and provide synchronized information to users.

A court that implements an Alternative Electronic Court Record System shall send the shared data identified in these standards to the JIS. The court shall comply with these standards through direct data entry into a JIS system or by electronic data exchange. All data elements which have been marked as “Baseline” with a ‘B’ in columns corresponding to the court level, in Appendix ‘A’ shall be effective as of the approval date of the standard. The implementation of the shared data (court applicability and timing) shall be governed by the Implementation Plan for the JIS Data Standards for Alternative Electronic Court Record Systems.

Detailed business and technical requirements for the shared data elements listed in Appendix ‘A’ will be provided in a separated Procedure and Guideline Document.

This subsection is divided into four parts:

- The Shared Data Element Standards identify the data elements that require sharing.
- The Codes Standards specify the valid values contained in the shared data elements.
- The Data Element Time Standards provide the requirements for when the data is to be provided.
- Data Quality Standards that ensure that data is complete and correct.

Assumptions: There must be a thorough understanding of data exchanged between systems. Data elements must be translatable between systems. Changes to data and business rules which may affect the data must be reviewed, understood, and accepted by both the AOC and the Alternative Electronic Court Record System providers.

1. Shared Data Standards:

JISC Rule 5 requires a standard court data element dictionary:

“A standard court data element dictionary for the Judicial Information System shall be prepared and maintained by the Administrator for the Courts with the approval of the Judicial Information System Committee. Any modifications, additions, or deletions from the standard court data

JIS Standard for Alternative Local Court Record Systems

element dictionary must be reviewed and approved by the Judicial Information System Committee.”

The standards listed below identify a standard number, title, business requirement, a rationale, shared data (business names), and applicable court levels. Appendix A is used to translate the ‘Shared Data’ name to a list of one or more data elements. Data exchange specifications for each element will be provided in the Information Exchange Package Documentation (IEPD) for Web Services or other specifications for bulk data exchanges.

(1)	Title	Party Information
	Requirement	Additions and updates to person data in accordance with the statewide person business rules.
	Rationale:	Needed for participation on a case; unique identification of litigants for statewide case history; location of parties for correspondence and contact; and serving of warrants.
	Shared Data	Person Organization Official Attorney Person Association Address Phone Electronic Contact Person Flag
	Court Level	Superior, Juvenile, and CLJ

(2)	Title	Case Filing and Update
	Requirement:	The initial filing and updates of all matters initiated in a Superior Court or Court of Limited Jurisdiction court. Also, the creation and update of juvenile referrals and diversions.
	Rationale:	Needed for statewide case statistics, judicial needs assessment, person case history, public information, and research.
	Shared Data	Case Document Information Citation Case Relationship Process Control Number Case Flag
	Court Level	Superior, Juvenile, and CLJ

(3)	Title	Case Participation
	Requirement:	Creation and update of primary participants together with party type, party information, and relationships to other parties.
	Rationale:	Needed for judicial decision making, person case history, family courts, and public information.
	Shared Data	Participant Attorney Participant Association
	Court Level	Superior, Juvenile, and CLJ

JIS Standard for Alternative Local Court Record Systems

(4)	Title	Case Charge
	Requirement:	Addition of original charges, amendments through final resolution.
	Rationale:	Needed for statewide case statistics, judicial decision making, person case history, sharing with judicial partners, and public information.
	Shared Data	Charge
	Court Level	Superior, Juvenile, and CLJ

(5)	Title	Significant Document Index Information
	Requirement:	Creation and update of index information on all significant documents (orders, judgments, stipulations, agreements, etc.) that are needed for statewide data sharing and caseload reporting.
	Rationale:	Needed for statewide case statistics, domestic violence processing, judicial decision making, firearms reporting, and voting rights.
	Shared Data	Significant Document Index Information Significant Document Parties
		Superior, Juvenile, and CLJ

(6)	Title	Warrant Information
	Requirement:	Order Issuing Warrant and status processing update through final disposition.
	Rationale:	Needed for cross jurisdictional warrant processing and judicial decision making.
	Shared Data	Warrant Information
	Court Level	Superior and CLJ

(7)	Requirement:	Failure To Appear (FTA)
	Requirement:	Order issuing FTA and status update process through final disposition.
	Rationale	Needed for judicial decision making and integration with Department of Licensing FTA and FTA adjudication.
	Shared Data	Failure to Appear
	Court level	CLJ

(8)	Title	Proceeding
	Requirement:	Creation and update of proceedings and associated outcomes.
	Rationale:	Needed for statewide statistics and judicial needs assessment.
	Shared Data	Proceeding
	Court Level	Superior and CLJ

(9)	Title	Case Status
------------	--------------	-------------

JIS Standard for Alternative Local Court Record Systems

	Requirement:	Case resolution, completion, and closure (with associated dates) together with a history of case-management statuses through which the case progresses, and the duration of each status.
	Rationale:	Needed for statewide statistics and judicial needs assessment.
	Shared Data	Case Status
	Court Level	Superior, Juvenile, and CLJ

(10)	Title	Case Conditions
	Requirement:	Creation and update of case outcome conditions that must be satisfied. These include, but are not limited to: items for a judgment and sentence, diversion agreement, probation violation, civil judgment, or other similar instruments.
	Rationale:	Needed for statewide statistics and compliance monitoring, research, and judicial decision making.
	Shared Data	Conditions
	Court Level	Superior, Juvenile, and CLJ

(11)	Title	Case Association
	Requirement:	Creation and update of related cases.
	Rationale:	Needed for consolidate cases, referral case association, appeals, and public information (judgment case to originating case).
	Shared Data	Case Association
	Court level	Superior, Juvenile, CLJ

(12)	Title	Accounting Detail
	Requirement:	Sharing of case accounting for sharing between courts and the AOC information on receivables, payables and distributions.
	Rationale:	Needed for judicial decision making (obligations on a case), Legal Financial Obligation (LFO) billing, Court Local revenue Report, statistical reporting, research, and legislative analysis and financial auditing.
	Shared Data	Accounting Detail
	Court Level	Superior and CLJ

(13)	Title	Accounting Summary
	Requirement:	Creation and update of monthly ledger balance by Budgeting, Accounting, and Reporting System (BARS) Account.
	Rationale:	Needed for statewide statistics and legislative analysis.
	Shared Data	Accounting Summary
	Court Level	Superior and CLJ

(14)	Title	Detention Episode
	Requirement:	Creation and update of detention episode summary information.

JIS Standard for Alternative Local Court Record Systems

	Rationale:	Needed for statistical research aimed at the: reduction on the reliance of secure confinement; improvement of public safety; reduction of racial disparities and bias; cost savings; and support of juvenile justice reforms.
	Shared Data	Detention Episode Summary Detention Episode Population
	Court Level	Juvenile

(15)	Title	Flags and Notifications
	Requirement:	There are a variety of alerts, flags, and additional information on a person, organization, official, case, or case participant that need to be recorded and shared between organizations.
	Rationale:	Flags are needed to support public safety and judicial decision making. Instances of public safety are medical, social, and behavioral alters generated in juvenile detention. Some of these alerts persist beyond a single detention episode are needed by other organizations. Instance of case flag for judicial decision making would be the home detention violations one and two.
	Shared Data	Person Flag Case Flag Case Participant Flag
	Court Level	Superior, CLJ, Juvenile

2. Code Standards:

The Shared Data Standards above identify the data that must be provided. The code standards provide the requirements for the data element values with standard values (e.g. codes).” Therefore the codes standards apply to the data that is being shared.

Code standards control what data values are used to represent a business event. For example, the finding of ‘Guilty’ for a charge count is represented by the letter ‘G’.

JISC Rule 7 Codes and Case Numbers specifies that: *“The Administrator for the Courts shall establish, with the approval of the Judicial Information System Committee, a uniform set of codes and case numbering systems for criminal charges, civil actions, juvenile referrals, attorney identification, and standard disposition identification codes.”*

The Shared Data Standards above identify the data that must be provided. The code standards provide the requirements for the data element values with standard values (e.g. codes). Appendix ‘A’ lists the shared data elements. All elements that have a name suffixed with the word ‘Code’ will have a set of valid values. The valid values will be defined in the data exchange’s IEPD. For courts that perform double data entry into JIS, the code values are those enforced by the JIS screens.

3. Data Element Time Standards:

Data Element Time Standards control the time in which a business event must be reported to the JIS. For example, a domestic violence protection order is required to be entered into the JIS

JIS Standard for Alternative Local Court Record Systems

within one judicial day after issuance. The domestic violence protection order time standards is based on statute.

The data element time standards are based on the following criteria:

- a) Statute;
- b) Court rules;
- c) Public safety;
- d) Judicial decision making; and
- e) Reporting needs.

The following time categories are used:

- a) **One Day** – data shall be provided no later than one business day after being entered into the alternative system. In instances where state statute or other mandates require data be entered into the JIS sooner, those mandates shall prevail (see general standards).
- b) **Two Day** – data shall be provided within two business days after the event occurred and was entered into the alternative system. This category is used to get most all case information that is not required to be current except for the court of origination.
- c) **Monthly** – data for the previous month shall be provided by the 10th day of the following month. This category is used generally for statistical data that is not used for operational decision making (caseload statistics).

Time Standards Table

Id	Event	Time category
1	Case initiation and updates for well-identified individuals. This is for both civil and non-civil cases in accordance with the person business rules (except for parking/vehicle related violations). Accounting Detail associated with these cases.	One Day
3	Case filings and updates for non-well-identified individuals. Accounting Detail associated with these cases.	Two Day
4	Parking/vehicle related violations cases with non-well-identified persons. Accounting Detail associated with these cases.	Monthly
5	Accounting Summary	Monthly
6	Detention Summary Detention Daily Population	Monthly

4. DATA QUALITY

Local Automated Court Record Systems shall work with the AOC in compliance with Data Quality Service Level Agreements (SLA) to ensure that court data meets the data quality standards for critical data elements when sending data to the JIS. This ensures quality information is transferred downstream and made available to the public. The SLA will also specify roles, responsibilities, notification, development of data quality rules between systems, measuring and monitoring processes between systems, escalation strategies, and timeliness of resolution for identified issues impacting quality of information for statewide data and

JIS Standard for Alternative Local Court Record Systems

information the AOC is required, by statute, to provide to external partners (i.e. background check data to the WSP).

Standards:

The Shared Data Standards above identify the data that must be provided. The data quality standards apply to the data that is shared. Data that is shared must be consistent with the data from the alternative system.

Courts that operate an Alternative Electronic Court Record Systems shall work with AOC to ensure that data has:

- a) **Uniqueness:** No entity exists more than once within the data set. What this means is that if a case at a court exists, that case will have a unique identification. For example, a case should not have two different identifications (case numbers), making it appear that there are two instead of one.
- b) **Accuracy:** The degree with which data correctly represents the “real-life” objects they are intended to model. Accuracy measures the degree to which the computerized records reflect the authoritative court records. For example, the computerized record should show a guilty finding when the Order for Judgment and sentence is ‘Guilty.’
- c) **Timeliness:** Adheres to case management court time standards and transfer of information within expected time for accessibility and availability of information.
- d) **Consistency:** Data values in one data set are consistent with values in another data set.
- e) **Completeness:** Certain attributes are expected to be assigned values in a data set.
- f) **Conformance:** The degree to which instances of data are exchanged, stored or presented in a format consistent with other system similar attribute values.

C. COMMON PROCESS

Common process standards are needed to provide consistency and quality in the content of the shared data identified in subsection ‘B’, Shared Data. These processes are not mandatory unless required by law.

Assumptions: Alternative Electronic Court Record Systems will operate independent of the JIS.

Standards:

1. A court should follow Person Business Rule 3.0 and all subsections when adding persons to the JIS database.
2. A court should record a date of death based only on official documentation received from Department of Health or from court orders.
3. A court should consult the JIS for statewide case history for a well identified individual unless the court has an established process for using fingerprint and photo for identifying a person.
4. A court should consult the JIS for determining protection orders for an individual.
5. A court shall consult the JIS prior to entry of a final parenting plan (RCW 26.09.182).

JIS Standard for Alternative Local Court Record Systems

D. SECURITY

This section provides security standards that shall be followed.

Assumption(s): Alternative Electronic Court Record Systems shall ensure that data is properly secured, both locally and when exchanging data with central systems. The following standards are not intended to provide an exhaustive list of appropriate security controls. Rather, they provide minimums necessary to provide a reasonable level of protection for the exchange of court data. Courts assume responsibility for the protection of all data in their custody and shall adhere to all relevant RCW's, General Rules of Court, Federal Regulations and other regulatory requirements.

Standards:

1. The court using an Alternative Electronic Court Record System shall comply with the JIS IT Security Policy only as it applies to access and data exchange with the JIS. The JIS IT Security Policy directs that the AOC Information Technology Security Standards be followed. The standards that apply to the exchange of information are the [AOC ISD Infrastructure Policies](#):
 - a) 1.10 regarding password security;
 - b) 1.11 regarding network access;
 - c) 1.15 regarding user account deletion;
 - d) 1.26 regarding firewall access;
 - e) 7.10 regarding incident response; and
 - f) 7.12 regarding audit records and auditable events.
2. When there are no documented JIS IT Policy/Standards, then the current version of the National Institute of Standards and Technology (NIST) 800-53 'Security and Privacy Controls for Federal Information Systems and Organizations' shall be used.

E. TECHNICAL

This set of standards will address the technical requirements that will impact the exchange of data between systems. These Technical Standards are for the integration between the statewide JIS and an Alternative Electronic Court Record Systems.

Assumption(s)

- None.

Standards:

1. Software interfaces shall conform to the following open industry standards:
 - a) Web Services through HTTP(s) based on WS-* Standards;
 - b) Content Access through HTTP/HTML based Web Sites;
 - c) File Drop through Secured File Transmission Protocol; and

JIS Standard for Alternative Local Court Record Systems

- d) IBM Message Queue Service.

RESPONSIBILITIES

As a court moves toward implementing an alternative system, the services provided by the AOC and those provided by a court will change. This section identifies services where there is an expectation for change in responsibility for providing services related to this standard. These are to be used to assist in planning for, transitioning to, and operating an Alternative Electronic Court Record System.

Court Responsibilities:

1. A court shall be responsible for the development, maintenance, and operation of integration components to provide required data to the AOC.
2. A court shall be responsible for monitoring legislative and rule changes that impact their system and making the changes needed by the date required.
3. A court shall be responsible for its own disaster recovery plan, including data backups and restoration procedures. Disaster recovery planning and testing is performed to ensure that a court can sustain business continuity in the event of a disaster that impairs its Alternative Electronic Court Record System and integration linkages with the statewide system.
4. A court shall ensure auditability of their system, including audit logs recording user activities, exceptions, and information security events necessary to detect and audit unauthorized information-processing activities. The AOC currently provides audit records for JIS systems to track the identity of a person changing or accessing JIS data and the date and time it was changed/access. The JIS audit trails are used periodically as evidence in court cases for unauthorized data access. The alternative systems are expected to have a similar capability for tracking changes and data access.
5. A court shall use the codes list provided by the AOC. The data sent to the AOC via data entry or data exchange shall conform to the standard codes values defined for those methods. Translation for the alternative system to the standard code is expected to be performed by the originating court.

AOC Responsibilities:

1. The AOC shall be responsible for the development, maintenance, and operation of integration components to consume data.
2. The AOC shall provide access to shared data through applications or data services.
3. The AOC shall publish a catalog of data exchange services.
4. The AOC should assist courts in a technical advisory role in service usage.
5. The AOC shall publish code lists for the courts based on the AOC and court Service level Agreement (SLA) prior to the codes becoming effective.
6. The AOC shall be responsible to notify in advance of making any changes to any data exchange service which would require courts to make any corresponding revisions to their systems, and to work with the affected courts to minimize any such potential impact.

Shared Responsibilities: -

1. The Information Technology Governance (ITG) process shall be used for governing changes in data elements (new, revised, codes changes, etc.), data exchange transport

JIS Standard for Alternative Local Court Record Systems

methods (message content, format, security, etc.), or other items that impact the client side (court) technology components.

2. The AOC and the court will work cooperatively on processes for identifying, correcting, and monitoring data quality as specified in subsection B.4 issues.
3. The AOC and the court will coordinate disaster recovery testing for the integration components between the two systems.
4. Changes that are required by legislative mandate, court rule, or other authority must be completed based on the effective date imposed by the originating authority. Changes that are originated from a source other than law/rule shall be made effective in a reasonable time frame as agreed to between the parties involved. If an agreement cannot be made, the JISC shall determine the effective date of the change.

REVIEW CYCLE

This standard is reviewed and updated as needed.

OWNERS

This JIS Standard supports JISC Rule 13 and is owned by the JISC.

DRAFT

Appendix A – Shared Data Elements

The table below provides the standards for the data to be shared. The following is a description of each column:

Shared Data – The Name of the Shared Data group. This name can be used to cross reference back to subsection B.1 In the “Shared Data” cell. This provides a business name for the group of data elements to be shared.

Identifiers – An Identifier is a system-generated set of values (alpha and/or numeric characters) assigned to a given data element. It identifies a given record uniquely (a Key) within the Data producer’s application. This “Key” could be used to retrieve or update the record. Each section of JIS Statewide Standard Elements below has been assigned a certain type of Identifier(s) that must be sent in conjunction with any element from that section in order for the data to be accurately stored in/retrieved from the EDR. The Identifiers are located in their section, after the business elements. (Please refer to page 37 of this document for a list of appropriate Identifiers assigned to each business section.)

Element Number – A sequential number is assigned to each individual data element. A re-validation of the elements was completed in August 2017 to coincide with the new “Simplification” model changes. During this time, any new elements that were added to the Standards were assigned a number in the 300 series to highlight the changes.

JIS Standard Data Element Name – The business related name for the shared data element.

Definition – The definition for either the Share Data group or the Data Element.

Standards Requirement – By Court Level if the data element is required – ‘B’ –Baseline, ‘F’ – Future, NA – Not Applicable.

Baseline refers to data that is currently collected by all courts in a statewide, systematic way. *Future* refers to data that is not currently collected by all courts in a systematic way. For instance, the data may be currently collected by courts in different ways (via Note fields or in non-CMS application) or may not be collected by a court at all.

- Sup** – Superior
- CLJ** – Court of Limited Jurisdiction
- Juv** – Juvenile Department

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
Accounting Summary		Accounting Summary provides the total debit and credit amounts for a given court and jurisdiction and calendar month.	B	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
1	Court Code	Code that identifies the court.	B	B	NA
2	BARS Account Number Code	The standard Budgeting Accounting and Reporting System code for the account being reported.	B	B	NA
4	Jurisdiction Code	Code identifying the jurisdiction for which the account applies.	B	B	NA
5	Accounting Summary Date	Month end date for which the accounting information was transmitted.	B	B	NA
312	Remit Status Code	Accounts receivable status (e.g. non-revenue, unbilled, billed, payment)	B	B	NA
6	Debit Amount	The total debit amount for the court, jurisdiction, BARS account number, and accounting date.	B	B	NA
7	Credit Amount	The total credit amount for the court, jurisdiction, BARS account number, and accounting date.	B	B	NA
362	Begin Balance	The balance of the account at the beginning of the reporting period for the court and jurisdiction.	B	B	NA
Accounting Detail		Accounting Detail provides the most granular level of financial information. It contains the information for accounts receivable, adjustments, receipts, distributions, and other transactions for case and non-case related accounting. Local details, such as non-participant “payee” data, is not needed for statewide sharing and will not be captured here.	B	B	NA
8	Court Code	Code that identifies the court.	B	B	NA
13	Jurisdiction Code	Code that identifies the jurisdiction for which the account applies.	B	B	NA
14	Accounting Post Date	Date on which the accounting transaction occurred.	B	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
15	BARS Account Number Code	The standard Budgeting Accounting and Reporting System code for the account being reported.	B	B	NA
314	Remit Group Sub-Account Code	Revenue paid to a court that must be remitted to state or local government entities. Examples: Current Expense (Local City or County Funds), Crime Victims Fund, Law Library Fund, State General Fund, School Zone Safety Account, Prostitution Prevention and Intervention Account, etc. These remit group accounts are associated to BARS (Budgeting Accounting and Reporting System) account numbers.	B	B	NA
315	Remit Group Type Code	Category identifying whether remitted revenue sub-account is Local or State monies.	B	B	NA
16	Accounting Amount	The dollar amount allocated to the BARS account for the transaction (debits, credits).	B	B	NA
17	Primary Law Number	The statewide standard law number, when available, for which the transaction applies.	B	B	NA
18	Cost Fee Code	The statewide standard cost fee code, when available, for which the transaction applies (e.g. Copy/Tape Fee, Civil Filing Fee, Unlawful Detainer Fee, etc.).	B	B	NA
19	Transaction Code	A standard code that specifies the transaction that was made (e.g. Bail Forfeiture, Adjustment, Petty Cash, etc.).	B	B	NA
20	Adjustment Reason Code	A code which identifies the reason for an adjustment (e.g. clerical error, amended, waived, etc.).	B	B	NA
317	Remit Status Code	Accounts receivable status (e.g. non-revenue, unbilled, billed, payment)	B	B	NA
Address		Address provides information on a location or contact for a person, official, or organization.	B	B	B
22	Address Type Code	A code which specifies the address type (e.g. residence, mailing, etc.).	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
23	Address Line 1	The first line of the address per US postal standards.	B	B	B
24	Address Line 2	The second line of the address per US postal standards.	B	B	B
25	Address Line 3	The third line of the address per US postal standards.	B	B	F
26	Address City Name	The legal name of the city or location.	B	B	B
27	Address Postal Code	The US zip code, Canadian Postal Code or other similar routing number.	B	B	B
28	Address State Code	The state code for the location.	B	B	B
29	Address County	The county name for the location.	B	B	B
30	Address Country Code	The location country code.	B	B	B
31	Address Begin Date	The first date that the address is applicable for the person, official, or organization.	B	B	B
32	Address End Date	The last date that the address is applicable for the person, official, or organization.	B	B	B
33	Address Status Code	A code which designates the status of the address (e.g. undeliverable, returned, confidential, etc.).	B	B	B
240	Address Source Code	A code which identifies the document or other source used to enter an address for a person (e.g. Notified by DOL, Notified by prosecutor, etc.).	B	B	B
Case Association		A case association is the relationship of one case/referral linked to another case/referral. For example, CLJ case and the associated superior court case upon appeal, A probable cause hearing/case and the legal case, consolidated cases, a juvenile referral and the associated superior court case, superior court case and the Appellate court appeal, etc.	B	F	B
36	Case Association Type Code	A code that identifies the type of associations (e.g. linked, consolidated, etc.).	B	F	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
37	Case Association Role Type Code	A code that specifies the role of the case in the association (e.g. primary, secondary, referral, etc.).	B	F	B
300	Case Association Begin Date	The case association begin (effective) date.	F	F	B
301	Case Association End Date	The case association end (effective) date.	F	F	F
Case		A case is the primary business item that is used to manage and track status for issues filed in a court. <i>NOTE:</i> All elements in this section also capture the details of juvenile referrals.	B	B	B
39	Court Code	A code that uniquely identifies a court statewide (such as the existing three digit codes for courts—THD, S17, J34, etc.).	B	B	B
40	Case Number	A number that is used for externally identifying a case. Examples are Superior court Case Number, Referral number, etc.	B	B	B
41	Case Type Code	Code that identifies the case based on category (e.g. criminal, civil, juvenile truancy, infractions, etc.).	B	B	B
302	Cause Code	A code that indicates the specific cause of action. Examples are FEL (Felony), HAR (Harassment), SXP (Sexual Assault Protection), BRE (Breach of Contract), etc.	B	B	NA
42	Law Enforcement Agency Code	A code that identifies the law enforcement agency that originated the case (e.g. Olympia Police Department, Washington State Patrol, etc.).	B	B	B
43	Case Filing Date	The date in which the case/referral was filed in the trial court.	B	B	B
44	Case Title	The court case title. (Free form text.)	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
241	Case Suit Amount	The dollar amount of the suit on a civil case.	F	B	NA
45	Case Security Code	A code which specifies the security level for the case (e.g. confidential, sealed, public, etc.).	B	B	B
361	Jurisdiction Code	A code that identifies the county, city or town from which the cause of action originated.	B	B	B
Case Flag		A flag, notification, or other important data regarding the case that supports public safety or judicial decision.	B	B	B
264	Case Flag Type Code	A code that identifies the type of flag. This includes items such as: Abuse/Neglect, No Parent or Guardian Willing/Able, Abandonment, and Domestic Violence.	B	B	B
265	Case Flag Begin Date	The case flag begin effective date.	F	F	F
266	Case Flag End Date	The case flag end effective date	F	F	F
Case Status		Case/Referral status provides information on the different stages of a case/referral through its lifecycle (e.g. resolution, completion, closure, active, suspended, etc.).	B	B	B
47	Case Status Type Code	A code identifying the type of case status Examples: Active (Superior Court); Closed (CLJ); Pending (Juvenile referrals). <i>See paired examples below in Sub-type</i>	B	B	B
48	Case Status Sub-Type Code	A code identifying the specific status within the type. This element includes Resolution statuses for Superior Court cases. Examples: Return from Appeal (Superior Court); Change of Venue (CLJ); Referral Screening (Juvenile referrals). <i>See paired examples above in Type.</i>	B	B	B
49	Case Status Begin Date	The begin (effective) date associated with the case status.	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
303	Case Status End Date	The end (effective) date associated with the case status.	B	B	F
Charge		An allegation as to a violation of law. Juvenile referral reasons and reason statuses are captured here.	B	B	B
54	Charge Information Date	The file date from the charging document.	B	B	NA
55	Charge Count Number	An assigned number for each charge count.	B	B	NA
350	Amended Count Number	An assigned number which tracks the link between the original and amended charge.	NA	B	NA
351	Sequence Number	A number assigned to each charging document to record the sequential order in which the charges from that document were entered.	B	NA	NA
56	Charge Violation Date	The date in which the offense, citation, violation etc. occurred.	B	B	B
57	Charge Primary Law Number	The law number as recorded for the primary charge.	B	B	B
369	Charge Primary Law Description	The law title which corresponds to the Charge Primary Law Number on the case's charging document.	B	B	NA
59	Charge Primary Result Code	A code which specifies the charge result/disposition as decided by the court, related to the primary charge (e.g. committed, guilty, etc.).	B	B	NA
60	Charge Primary Result Reason Code	A code which specifies the reason for the primary charge result/disposition code (e.g. court's motion, deferred prosecution completed, etc.).	F	B	F
61	Charge Primary Result Date	The date of the primary charge result/disposition finding.	B	B	B
62	Charge Special Allegation Law Number	The law number of any special allegation (e.g. deadly weapon, sexual motivation, criminal street gang, etc.) for the charge per RCW 9.94A.825-839. There can be zero-to-many special allegations associated with a single charge.	B	NA	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
370	Charge Special Allegation Description	The law title which corresponds to the Charge Special Allegation Law Number on the case’s charging document.	B	B	NA
63	Charge Special Allegation Result Code	A code which specifies the outcome as decided by the court, related to the special allegation.	B	NA	NA
64	Charge Special Allegation Result Date	The date of the result of the special allegation.	B	NA	NA
65	Charge Modifier Law Number	The law number of any inchoate modifier (e.g. attempted, conspiracy, solicitation, <u>and complicity</u> etc.) for the charge.	B	F	B
371	Charge Modifier Description	The law title which corresponds to the Charge Modifier Law Number on the case’s charging document.	B	B	NA
66	Charge Additional Statute Law Number	The law number for any definitional laws cited in the charging document for the charge count. There can be zero-to-many definitions associated with a single charge. E.g. Burglary 2 nd Degree (9A.52.030), with two definitional RCWs: Burglary/Trespass Defined (9A.52.010) and Burglary—Inference of Intent (9A.52.040)	B	F	NA
372	Charge Additional Statute Law Description	The law title which corresponds to the Charge Additional Statute Law Number on the case’s charging document.	B	B	NA
365	Charge Law Authority Code	The statutory (RCW), regulatory (Washington Administrative Code), or county/municipal (local) authority underlying each specified law. E.g. RCW, WAC, King County ordinance, Spokane Municipal Ordinance, etc.	B	B	B
366	Charge Penalty Code	A code which identifies which penalty category the charge falls into: e.g. infraction, misdemeanor, or felony.	B	B	NA
367	Charge Severity Code	This code identifies how serious a felony charge is (e.g. Felony A, Felony B, or Felony C).	B	B	NA
67	Charge Element Code	A code (commonly, an RCW or a flag) which specifies an element of the charge count, such as domestic violence or complicity . There can be zero-to-many charge elements cited in the charging document applicability for the charge count.	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
373	Charge Element Description	The law title which corresponds to the Charge Element Code on the case's charging document.	B	B	NA
68	Charge Arraignment Date	The date on which the defendant was arraigned on the charge.	NA	B	NA
69	Charge Plea Type Code	A code that specifies the plea provided by the defendant for the charge (e.g. no contest, guilty, not committed, etc.).	B	B	NA
70	Charge Plea Date	The date on which the plea was made.	B	B	NA
71	Charge Sentence Date	The date on which sentencing was made on the charge.	B	B	NA
73	Charge Same Course of Conduct Code	A code used for juvenile cases to indicate if the charge was committed during the same course of conduct as related to other charges.	B	NA	NA
74	Charge Juvenile Disposition Offense Category Code	A code which specifies the offense severity for juvenile offender cases. (e.g. A, B+, C, D, E, etc.) See RCW 13.40.0357	F	NA	B
Citation		A document issued to a Person (or business) that contains the alleged violation of law. NOTE: Many elements of a Citation are captured in the Case and Charge sections. Elements unique to citation are listed in this section.	NA	B	NA
78	Originating Agency Report Number	The originating agency report number (sometime referred to as police report number) assigned to the citation/criminal complaint as provided by the originating agency.	NA	F	F
79	Citation Amount	The dollar amount from the citation.	NA	B	NA
80	DOL Citation Code	Code(s) that indicates additional vehicle information details of the citation for the Department of Licensing. (e.g. Commercial Vehicle, 16 passenger, HazMat, Fatality Collision, and Accident). A citation may include none or many of these details.	NA	B	NA
83	Citation Blood Alcohol Content Type Code	A code that specifies the blood alcohol percentage testing method.	NA	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
84	Citation Blood Alcohol Content Percent	The blood alcohol percent from the citation.	NA	B	NA
85	Citation THC Type Code	A code that specifies the THC testing method.	NA	B	NA
86	Citation THC Level Count	The THC level from the citation.	NA	B	NA
87	Vehicle License Number	The vehicle license plate number from the citation.	NA	B	NA
88	Vehicle License State Code	The vehicle license plate number state code from the citation.	NA	B	NA
Condition		Stipulation, requirement, or sentence details listed within an order or judicial decision that must be satisfied to resolve the issues on a case.	B	B	B
94	Condition Date	The date the condition was imposed.	B	B	B
95	Condition Type Code	The type of condition imposed (e.g. Alcoholics Anonymous, Anger Management, Court Costs Waived, etc.).	B	B	B
96	Condition Amount	A monetary amount applied to the condition.	B	B	B
352	Condition Sentence Description	Text description of conditions associated with a sentence.	B	NA	NA
97	Condition Time Count	The numerical amount of time for the condition to be used in conjunction with Condition Time Unit Code (98).	B	B	B
98	Condition Time Unit Code	The time units (e.g. hour, day, month, year) for the condition time unit count.	B	B	B
99	Condition Review Date	The date the condition is scheduled for review.	B	B	B
100	Condition Completion Date	The date the condition was completed, not-completed, complied, waived, terminated, excused, etc.	F	B	B
101	Condition Completion Code	A code specifying the type of completion (e.g. completed, incomplete, complied, waived, terminated, excused, etc.).	B	B	B
Detention Episode Population		Detention population tracks the status of a juvenile for each day they are considered part of a facility's population. There is one record for each episode per juvenile per day.	NA	NA	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
102	Detention Facility	The detention facility name.	NA	NA	B
105	Detention Population Episode Reporting Date	The date for which the detention population is reported.	NA	NA	B
106	Detention Population Reporting Time	The time in which the detention population is reported.	NA	NA	B
107	Detention Population Status Code	A code value identifying the population status for each juvenile in the facility (e.g. Admission, Furlough, Intake, Legal and Released).	NA	NA	B
Detention Episode Summary		The Summary contains information for a juvenile who is placed in detention facility. There is one record for each episode as measured from intake to release.	NA	NA	B
108	Detention Facility	The detention facility name.	NA	NA	B
111	Detention Episode Intake Decision Code	A value that identifies the intake decision (e.g. admit, screen/release, pending).	NA	NA	B
112	Detention Episode Intake Date	The date of the intake decision.	NA	NA	B
113	Detention Episode Intake Time	The time of the intake decision.	NA	NA	B
114	Detention Episode Admission Reason Code	A code that identifies the reason decision (e.g. threat to community safety, contract admission, district court warrant, etc.).	NA	NA	B
115	Detention Episode Admission Reason Date	The date of the admission reason decision.	NA	NA	B
116	Detention Episode Admission Reason Time	The time of the admission reason decision.	NA	NA	B
117	Detention Episode Primary Charge Code	A code that identifies the charge (e.g. residential burglary, Assault-1, malicious mischief-1, etc.)	NA	NA	B
118	Detention Episode Primary	A code that identifies the severity decision (e.g. A, B, C, etc.)	NA	NA	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
	Charge Severity Code				
119	Detention Episode Release Reason Code	A code that identifies why a juvenile was released from detention. (e.g. Court order, case dismissed, released on bail, etc.)	NA	NA	B
120	Detention Episode Release Date	The date of the release from the facility.	NA	NA	B
121	Detention Episode Release Time	The time of the release from the facility.	NA	NA	B
122	Detention Episode Time Served Minutes Count	The total of the minutes served.	NA	NA	B
Electronic Contact		Electronic Contact provides a record of electronic contact methods and locations for a person, official, or organization.	B	B	B
125	Electronic Contact Type Code	A code that identifies the electronic contact type (e.g. email, webpage, etc.).	F	F	F
126	Electronic Contact Address Text	The electronic contact address.	B	B	B
127	Electronic Contact Begin Date	The start (effective) date for the electronic contact.	F	F	F
128	Electronic Contact End Date	The end (effective) date for the electronic contact.	F	F	F
Failure To Appear		Failure To Appear (FTA) provides a record for each failure to appear, pay, or respond.	NA	B	NA
132	FTA Order Date	The date on which the FTA was ordered by the court.	NA	B	NA
243	FTA Cancel Date	The date the FTA was canceled by the court.	NA	B	NA
133	FTA Issuance Date	The date on which the FTA was issued to Department of Licensing.	NA	B	NA
134	FTA Adjudication Date	The date the FTA was adjudicated by the court, for notification to the Department of Licensing.	NA	B	NA
244	FTA Adjudication or Cancellation Reason Code	A code which specifies the reason the FTA was adjudicated or cancelled. (e.g. paid, court appearance scheduled, dismissed, issued in error, etc.)	NA	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
318	FTA Type Code	Fail to Pay, Fail to Comply, Fail to Appear, and Fail to Respond.	NA	B	NA
Official		Provides a record for each official related to the life cycle of a court case or juvenile referral.	B	B	B
136	Official Complete Name	The complete name of an official which includes first, middle, last, and any prefix/suffix for a name which is contained within one line of text. This field is only for use when parsed fields for an official are not available.	B	B	B
356	Official First Name	The first name of an official.	B	B	B
357	Official Last Name	The last name of an official.	B	B	B
358	Official Middle Name	The middle name of an official.	B	B	B
359	Official Name Suffix	The official's name Suffix (e.g. Jr., Sr., III, IV, Esq.)			
138	Official Title	The title for the official when applicable. (e.g. Commissioner, Pro Tem, Trooper, Officer, Detective, etc.)	B	B	NA
139	Official Type Code	A code which specifies the type of official (e.g. judicial officer, law/WAC enforcement officer, attorney, certified professional, etc.).	B	B	B
140	Official Sub-type Code	A code which further qualifies the official type (e.g. judge, pro tem, commissioner, guardian, interpreter, etc.).	B	B	B
141	Official Status Code	The status of the official (e.g. active, inactive, etc.).	B	B	B
142	Official Begin Date	The start (effective) date for the official.	B	B	B
143	Official End Date	The end (effective) date for the official.	B	B	B
304	WA State Bar Association Number	A number assigned by the Washington State Bar Association associated with a specific member of the Bar Association	B	B	B
363	Assigned Official Number	Identifying number assigned to law enforcement officers (badge numbers), Guardian ad litem and Interpreters (license numbers issued by State agencies).	B	B	F

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
Organization		Provides a record for each organization (e.g. Court, LEA, School District, etc.) that is used in other records provided.	B	B	B
145	Organization Name	The organization name.	B	B	B
146	Organization Type Code	A codes that identifies the type of organization (e.g. court, law enforcement agency, jurisdiction, schools, or school districts.)	B	B	B
147	Organization Sub-type Code	A code that identifies the sub-type within the type (e.g. Superior, District, Municipal, etc.).	B	B	B
148	Organization Status Code	The status of the organization when applicable (e.g. active, disbanded, etc.).	B	B	B
149	Organization Begin Date	The organization begin (effective) date.	B	B	B
150	Organization End Date	The organization end (effective) date.	B	B	B
Participant		Participant provides a record of each person, organization and official related to a case.	B	B	B
154	Participant Type Code	A code for a person on the case/referral (e.g. defendant, petitioner, etc.).	B	B	B
155	Participant Status Code	The status of the participant on the case. Currently collected by District/Municipal Courts.	F	B	NA
156	Participant Begin Date	The participant begin effective date.	B	B	B
157	Participant End Date	The participant end effective date.	B	B	B
158	Participant Security Code	A code that identifies the security status for the participant (e.g. open, confidential, etc.).	F	F	F
Participant Association		Participant Association provides link between participants on a case, when applicable. (e.g. Defendant and attorney, case-based family relationships)	B	B	B
160	Participant Association Type Code	A code which specifies the type of association between one or more parties (e.g. Financial, Guardianship, Legal Representation, Case Based Relationships)	B	B	B
163	Participant Association Role Code	A code that identifies the role of the participant in the participant association (e.g. spouse, child, parent, etc.).	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
164	Participant Association Begin Date	The date the participant association begins.	F	F	B
165	Participant Association End Date	The date the participant association ends.	F	F	B
Person		Information for an individual that is a participant on a case/referral or person that is associated to a participant on a case. This includes humans and businesses (e.g. corporations, partnerships, collection agencies, etc.).	B	B	B
248	Person Classification Code	A code that identifies the type of person, (e.g. well-identified, non-well identified, etc.)	B	B	B
305	Complete Name	The complete name of a person which includes first, middle, last, and any prefix/suffix for a name which is contained within one line of text. May also include a single name line such as a business name. This field is only for use when parsed fields for an individual is not available, or it is for use for business names.	B	B	B
167	Person First Name	The person's first name.	B	B	B
168	Person Last Name	The person's last name.	B	B	B
169	Person Middle Name	The person's middle name.	B	B	B
306	Person Name Prefix	The person's name Prefix and/or Title. (e.g. Mr. Mrs. Dr.)	F	F	F
307	Person Name Suffix	The person's name Suffix (e.g. Jr., Sr., III, IV, Esq.)	B	B	B
170	Person Birth Date	The person's date of birth.	B	B	B
171	Person Death Date	The person's date of death.	B	B	B
249	Date of Death Source Code	A code that identifies the document or other source used to enter a date of death for a person.	B	F	F
172	Person Gender Code	A code that identifies the person's gender.	B	B	B
173	Person Race Code	A code that identifies the person's race (e.g. Asian, Caucasian, Multiple, Refused, etc.). Each person can be identified with more than one race code.	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
174	Person Ethnicity Code	The code of that identifies the person's ethnicity (e.g. Hispanic, Not Hispanic, Refused, and Unknown).	B	B	B
175	Person Criminal Identification Number	The identification provided by Washington State Patrol.	B	B	B
176	Person Driver License Number	The driver license number. More than one Driver License number may be associated with the same Person.	B	B	B
177	Person Driver License State Code	A code for the state code that issued the driver's license. If a Person has more than one Driver License (DL) number, a separate State code will be needed for each DL number.	B	B	B
178	Person Driver License Expire Date	The Driver License expiration date. If a Person has more than one Driver License (DL) number, a separate expiration date will be needed for each DL number.	B	B	B
179	Person Department Of Corrections Number	The identification number issued by the WA State Department of Corrections.	B	B	B
180	Person Juvenile Number	The identification number issued to juveniles by Washington State.	B	B	B
181	Person FBI Number	The identification number issued by the Federal Bureau of investigation.	B	B	B
182	Person Height	The person's height in inches.	B	B	B
183	Person Weight	The person's weight in pounds.	B	B	B
184	Person Eye Color Code	A code which specifies the person's eye color.	B	B	B
185	Person Hair Color Code	A code which specifies the person's hair color.	B	B	B
186	Person Physical Description	A textual description of the person including identifying characteristics, scars, marks, and tattoos.	B	B	B
187	Person Language Code	The standard code that identifies the person's primary language when interpretation is needed.	B	B	B
Person Association		Person Association provide a linkage of one person record to another. These associations can be other records: True name, alias, also known as, doing business as, etc.	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
189	Person Association Type Code	A code which specifies the type of association between one or more parties (e.g. Other Name, Person Relationship, etc.).	B	B	B
191	Person Association Role Code	A code for the role of the person in the relationship (e.g. true name, also known as, now known as, parent, child, etc.).	B	B	B
192	Person Association Begin Date	The person association begin (effective) date.	B	B	B
193	Person Association End Date	The person association end (effective) date.	B	B	B
Person Flag		A flag, notification, or other important data regarding the person (or business) that supports public safety or judicial decision-making.	F	F	B
260	Person Flag Type Code	A code that identifies the type of flag. This includes items such as ADA (American w/Disability Act), AAL (Military); Legally Free Minor; ICWA (Indian Child Welfare Act); NCK (Nickname); USN (Uses Siblings Name), etc.	B	B	B
261	Person Flag Begin Date	The person flag begin effective date.	F	F	B
262	Person Flag End Date	The person flag end effective date	F	F	B
Phone		Phone provides a record of phone number contacts for a person, organization, or official.	B	B	B
195	Phone Type Code	A code that identifies the phone number type (e.g. home, cellular, etc.).	B	B	B
196	Phone Number	The phone number.	B	B	B
197	Phone Begin Date	The phone number begin (effective) date.	B	B	B
198	Phone End Date	The phone end (effective) date.	B	B	B
Proceeding		Documents a hearing for a case.	B	B	NA
364	Proceeding Schedule Type Code	A code that identifies the type of proceeding scheduled for a date (e.g. Arraignment, Pretrial, Sentencing, Jury Trial, etc.).	B	B	NA
202	Proceeding Schedule Date	The scheduled hearing date.	B	B	NA
203	Proceeding Schedule Time	The scheduled hearing time.	B	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
207	Proceeding Schedule Status Code	A code that identifies the status (e.g. not held, canceled, continued, etc.).	B	B	NA
209	Proceeding Schedule Status Reason Code	A code that further qualifies the proceeding status when applicable (e.g. motion of the court, motion of the defense, stipulated, judicial conflict, etc.).	B	B	NA
201	Proceeding Actual Type Code	A code that identifies the type of proceeding held (e.g. Arraignment, Pretrial, Sentencing, Jury Trial, etc.).	B	B	NA
205	Proceeding Actual Date	The actual “Held” date of the hearing.	B	B	NA
308	Proceeding Actual Time	The actual “Held” time of the hearing.	B	B	NA
Process Control Number		Process Control Number (PCN) is a number assigned by Washington State Patrol (WSP) for each fingerprint record. A participant record may have multiple PCN numbers within a case.	B	B	F
212	Process Control Number	The process control number (PCN) assigned by Washington State Patrol.	B	B	F
213	Process Control Number Date	The date a person is involved in a reportable fingerprinting event (i.e., an arrest, jail booking, conviction or jail commitment) and the PCN number was assigned.	B	B	F
Court Docket		Includes all data stored through docket codes and free-form text which represent the details within the life cycle of a case.	B	B	NA
319	Docket Code	A code representing an action, decision or event during the life cycle of a case. (e.g. (CDSOP) “CD Record of Proceedings”, (JDV) Judgment of Verdict”.)	B	B	NA
320	Docket Text	Written text that contains data documenting an action, decision or event during the life cycle of a case. (e.g. “Return of Service filed by Petitioner”, “Defense attorney called to confirm hearing,” etc.)	B	B	NA
321	Docket Date	The date the docket code/text applies.	B	B	NA
Protection & No Contact Orders		This data refers to the details contained within the documents. It does not store document images.	B	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
327	Order Type Code	The code which specifies the details of the order and case type (civil vs criminal) E.g. Temporary Anti-Harassment Order, Sexual Assault Protection Order, Harassment No Contact Order, etc.	B	B	NA
329	Order File Date	The date the order is filed.	B	B	NA
330	Order Status Code	A code that identifies the current state of the order. (e.g., active, denied, expired, etc.)	B	B	NA
331	Order Decision Date	The date the court official made the decision on the order.	B	B	NA
332	Order Decision Time	The time the court official made the decision on the order.	B	B	NA
333	Order Expired Date	The date the order expires.	B	B	NA
334	Order Termination Date	The date an order is terminated based on a decision from the court.	B	B	NA
335	Order Security Status Code	Security status (e.g. sealed, open, etc.) for orders. Status of the order is independent from the security status of the case.	F	F	NA
336	Order Denial Reason Code	The reason for which the decision was made on the order. (e.g. Failure to Appear for Full Hearing, No Grounds, No Proof of Service, etc.).	B	B	NA
337	Order Participant Decision Code	A code that specifies the role of the participant (e.g. protected, restrained, denied) on the order.	B	B	NA
Judgments		This includes all monetary and property amounts awarded by the court according to a judicial decision made on a case.	B	B	NA
341	Judgment Type Code	The type of judgment (e.g. Agreed Judgment, Foreign Judgment, and Judgment on Pleadings, Abstract of Judgment, Criminal, Tax Warrant, etc.)	B	B	NA
342	Judgment Amount	The monetary amount(s) listed on a judgment.	B	B	NA
343	Judgment Amount Type Code	The code that identifies the type(s) of amount(s) on the document. (e.g. Total, Principal, Attorneys Fees, Service Fees, Interest, etc.)	B	B	NA
353	Judgment Docket Description	Text description of details associated with a judgment.	B	NA	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
344	Judgment Participant Decision Code	The role of the participants involved with the decision of the judgment entered by the court (e.g. Debtor, Creditor, For, Against, etc.)	B	B	NA
345	Judgment File Date	The date a judgment is filed with the court.	B	B	NA
346	Judgment Status Code	The status of the judgment (e.g. Dismissed, Exonerated, Fully Satisfied, etc.)	B	B	NA
347	Judgment Status Date	The date for the status of the judgment.	B	B	NA
348	Judgment Signed Date	The date the judgment is signed by a judicial officer.	B	F	NA
349	Judgment Effective Date	The date a judgment becomes effective. This may be different from the date the judicial officer signs the order.	B	B	NA
Warrant		Document issued by the court authorizing a government official to carry out an action. (e.g. search, arrest)	B	B	NA
255	Warrant Number	Number for the warrant assigned by the LEA or court.	F	B	B
256	Warrant Security Status Code	Security status of the warrant (e.g. sealed, open, etc.).	F	F	NA
235	Warrant Type Code	A code that specifies the warrant type (e.g. Bench, Administrative, etc.).	F	B	NA
229	Warrant Order Date	The date the warrant was ordered.	B	B	NA
230	Warrant Issuance Date	The date the warrant was issued.	B	B	NA
231	Warrant Cancelled Date	The date the warrant was cancelled.	F	B	NA
232	Warrant Recalled Date	The date the warrant was recalled.	F	B	NA
233	Warrant Quashed Date	The date the warrant was quashed, when applicable.	B	B	NA
234	Warrant Return Date	The date the warrant was returned	B	B	NA
236	Warrant Service Date	The date the warrant was served.	B	B	NA
237	Warrant Expiration Date	The future date on which a warrant is scheduled to expire.	F	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
238	Warrant Bail Amount	The bail amount on the warrant.	B	B	NA
257	Warrant Bail Type Code	The type of bail on the warrant (e.g. Cash Only, Cash or Bond, No Bail).	B	B	NA
239	Warrant Fee Amount	The fee amount on the warrant.	F	B	NA
258	Warrant Reason Code	A code that defines the reason that the warrant is to be issued (e.g. Failure to appear, failure to comply, search, etc.) A warrant may have more than one reason associated with it.	B	B	NA
Identifiers		A system generated set of values (alpha and/or numeric characters) assigned to a given data element. It identifies a given record uniquely (a Key) within the Data producer's application. This "Key" could be used to retrieve or update the record.			
Accounting Summary		Accounting Summary provides the total debit and credit amounts for a given court and jurisdiction and calendar month.			
374	Transaction Identifier	CMS system-generated unique identifier for the transaction. The transaction identifier is assigned by the originating court and is used to uniquely identify each debit, credit or begin balance transaction.			
Accounting Detail		Accounting Detail provides the most granular level of financial information from the courts. It contains the information for accounts receivable, adjustments, receipts, distributions, and other transactions for all case and non-case related accounting. Local details, such as non-participant "payee" data is not needed for statewide sharing and will not be captured here.	B	B	NA
9	Transaction Identifier	CMS system-generated unique identifier for the transaction. The transaction identifier is assigned by the originating court and is used to uniquely identify the transaction.	B	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
10	Case Identifier	CMS system-generated unique case identifier. Multiple Case Identifiers can be associated with one Transaction Identifier.	B	B	B
11	Participant Identifier	The CMS system-generated unique identifier for the participant on the case for which the transaction applies. If the transaction is not associated with a person, then this can be blank. Multiple Participant Identifiers can be associated with one Transaction Identifier.	B	B	B
Address		Address provides information on a location or contact for a person, official, or organization.	B	B	B
21	Person Identifier	The CMS system-generated identifier for the person, official or organization for which the address applies.	B	B	B
Case Association		A case association is the relationship of one case/referral linked to another case/referral. For example, CLJ case and the associated superior court case upon appeal, A probable cause hearing/case and the legal case, consolidated cases, a juvenile referral and the associated superior court case, superior court case and the Appellate court appeal, etc.	B	F	B
34	Case Association Identifier	A CMS system-generated unique identifier provided by the data originator for identifying all related cases. Each case in the association will have the same identifier value.	B	B	B
35	Case Identifier	CMS system-generated unique case identifier.	B	B	B
Case		A case is the primary business item that is used to manage and track status for issues filed in a court. <i>NOTE:</i> All elements in this section also capture the details of juvenile referrals.	B	B	B
38	Case Identifier	CMS system-generated unique case/referral identifier.	B	B	B
Case Status		Case status provides information on the different stages of a case through its lifecycle (e.g. resolution, completion, closure, etc.).	B	B	B
46	Case Identifier	CMS system-generated unique case identifier.	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
Case Flag		A flag, notification, or other important data regarding the case that supports public safety or judicial decision.	B	B	B
263	Case Identifier	CMS system-generated unique case identifier.	B	B	B
Charge		An allegation as to a violation of law.	B	B	B
50	Participant Identifier	The CMS system-generated unique identifier for the case participant for which the charge applies.	B	B	B
51	Case Identifier	CMS system-generated unique case identifier.	B	B	B
53	Charge Document Identifier	A unique, system-generated identifier for the document from which the charges are listed.	B	B	NA
72	Charge Sentence Judicial Official Identifier	The CMS system-generated identifier of the judicial officer who made the sentencing.	B	B	NA
309	Charge Finding Judicial Officer Identifier	The judicial officer who presided over the finding/judgment.	B	B	NA
Citation		A document issued to a Person (or business) that contains the alleged violation of law. NOTE: <i>Many elements of a Citation are captured in the Case and Charge sections. Elements unique to citation are listed in this section.</i>	NA	B	NA
75	Case Identifier	CMS system-generated unique case identifier.	NA	B	NA
Condition		Stipulation, requirement, or sentence details listed within an order or judicial decision that must be satisfied to resolve the issues on a case.	B	B	B
89	Condition Identifier	A CMS System-generated identifier for the condition provided by the court.	NA	B	NA
90	Condition Document Identifier	A unique, system-generated identifier for the document from which the conditions are listed.	NA	B	NA
91	Case Identifier	CMS system-generated unique case identifier.	B	B	B
92	Participant Identifier	The CMS system-generated unique identifier for the case participant for whom the condition applies.	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
93	Official Identifier	CMS system-generated identifier of an official.	B	B	B
<i>Charge Identifier</i>		<i>This is the unique combination of the ChargeDocumentKey + ChargeCountNumber. It will link a specific Condition to a specific Charge.</i>			
360	Charge Document Key	The source system key of the Charge's parent document.	B	B	B
368	Charge Count Number	A sequentially assigned number, starting at one for each charge count. For Superior Courts, the sequence of numbers starts over with one as each new charging document is filed	B	B	B
Detention Episode Population		Detention population tracks the status of a juvenile for each day they are considered part of a facility's population. There is one record for each episode per juvenile per day.	NA	NA	B
103	Case Identifier	CMS system-generated unique case identifier.	NA	NA	B
104	Person Identifier	The statewide identifier for the person for which the episode applies.	NA	NA	B
Detention Episode Summary		The Summary contains information for a juvenile who is placed in detention facility. There is one record for each episode as measured from intake to release.	NA	NA	B
109	Case Identifier	CMS system-generated unique case identifier.	NA	NA	B
110	Participant Identifier	The CMS system-generated identifier for the juvenile detainee for which the episode applies.	NA	NA	B
Electronic Contact		Electronic Contact provides a record of electronic contact methods and locations for a person, official, or organization.	F	F	F
123	Electronic Contact Identifier	CMS system-generated Unique identifier for the Electronic Contact as provided by the court.	B	B	B
124	Person Identifier	The CMS system-generated identifier for the person, official or organization for which the electronic contact applies.	B	B	B
Failure To Appear		Failure To Appear (FTA) provides a record for each failure to appear, pay, or respond.	NA	B	NA
129	FTA Identifier	CMS system-generated Unique identifier for the FTA as provided by the court.	NA	B	NA
130	Case Identifier	CMS system-generated unique case identifier.	NA	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
131	Participant Identifier	The CMS system-generated unique identifier for the case participant for whom the FTA applies.	NA	B	NA
Official		Provides a record for each official that is used in other records provided, such as a Judge, Attorney or Law Enforcement Officer.	B	B	B
135	Official Identifier	CMS system-generated identifier of an official.	B	B	B
137	Organization Identifier	The unique identifier for the organization to which the official belongs (e.g. court, LEA, etc.).	B	B	B
Organization		Provides a record for each organization (e.g. Court, LEA, School District, etc.) that is used in other records provided.	B	B	B
144	Organization Identifier	A CMS System-generated unique identifier for the organization.	B	B	B
Participant		Participant provides a record of each person, organization and official related to a case.	B	B	B
151	Participant Identifier	The CMS system-generated unique identifier for the case participant for which the charge applies.	B	B	B
152	Case Identifier	CMS system-generated unique case identifier.	B	B	B
153	Person Identifier	The CMS system-generated identifier for the person for which the participant applies.	B	B	B
Participant Association		Participant Association provides link between participants on a case, when applicable. (e.g. Defendant and attorney, case-based family relationships)	B	B	B
159	Participant Association Identifier	A CMS system-generated identifier in each record used to associate participants.	B	B	B
161	Case Identifier	CMS system-generated unique case identifier.	B	B	B
162	Participant Identifier	The CMS system-generated unique identifier for the participant on a case. A minimum of two Identifiers is required in order to create an association.	B	B	B
Person		Information for an individual for a person that is a participant on a case or person that is associated to a person on a case. This includes humans and businesses (e.g. corporations, partnerships, collection agencies, etc.).	B	B	B

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
166	Person Identifier	The CMS system-generated identifier for the person.	B	B	B
Person Association		Person Association provide a linkage of one person record to another. These associations can be other records: True name, alias, also known as, doing business as, etc.	B	B	B
188	Person Association Identifier	A CMS system-generated identifier in each record used to associate persons.	B	B	B
190	Person Identifier	The CMS system-generated identifier for the person(s) for whom the person association applies. A minimum of two Identifiers is required in order to create an association.	B	B	B
Person Flag		A flag, notification, or other important data regarding the person (or business) that supports public safety or judicial decision-making.	F	F	B
259	Person Identifier	CMS system-generated unique person identifier.	B	B	B
Phone		Phone provides a record of phone number contacts for a person, organization, or official.	B	B	B
194	Person Identifier	The CMS system-generated identifier for the person, official or organization for which the address applies.	B	B	B
Proceeding		Documents a hearing for a case.	B	B	NA
199	Proceeding Identifier	A CMS system-generated unique identifier provided by the court for the proceeding.	B	B	NA
200	Case Identifier	CMS system-generated unique case identifier.	B	B	NA
204	Proceeding Schedule Official Identifier	The CMS system-generated identifier of the official scheduled to hear the proceeding.	B	B	NA
206	Proceeding Actual Official Identifier	The CMS system-generated identifier for the official that heard the proceeding.	B	B	NA
Process Control Number		Process Control Number (PCN) is a number assigned by Washington State Patrol (WSP) for each fingerprint record. A participant record may have multiple PCN numbers within a case.	B	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
210	Case Identifier	CMS system-generated unique case identifier.	B	B	NA
211	Participant Identifier	The CMS system-generated identifier for the participant for whom the PCN applies.	B	B	NA
Court Docket		Includes all data stored through docket codes and free-form text which represent the details within the life cycle of a case.	B	B	NA
322	Case Identifier	CMS system-generated unique case identifier.	B	B	NA
355	Docket Identifier	The CMS system-generated identifier for each docket entry.	B	B	NA
Protection & No Contact Orders		This data refers to the details contained within the documents. It does not store document images.	B	B	NA
323	Order (Document) Identifier	A CMS system-generated unique identifier for the order assigned by the court.	NA	NA	NA
324	Case Identifier	CMS system-generated unique case identifier.	B	B	NA
325	Participant(s) Identifier	The CMS system-generated identifier for each participant for whom the Protection Order applies.	B	B	NA
326	Decision Official Identifier	The CMS system-generated identifier of the judicial officer who ruled on the order.	B	B	NA
Judgments		This includes all monetary and property amounts awarded by the court according to a judicial decision made on a case.	B	B	NA
338	Case Identifier	CMS system-generated unique case identifier.	B	B	NA
339	Participant(s) Identifier(s)	The CMS system-generated unique identifier for the participant(s) on the case for which the judgment applies.	F	B	NA
340	Official Identifier	The judicial officer who signed the judgment.	B	B	NA
354	Judgment Document Identifier	A CMS system-generated unique identifier for the judgment order assigned by the court.	NA	NA	NA
Warrant		Document issued by the court authorizing a government official to carry out an action. (e.g. search, arrest)	B	B	NA
254	Warrant Identifier	CMS system-generated unique warrant identifier.	B	B	NA

Appendix A – Shared Data Elements

Shared Data/ Element Number	JIS Standard Data Element Name	Definition	Standards Requirement		
			Sup	CLJ	Juv
227	Case Identifier	CMS system-generated unique case identifier.	B	B	NA
228	Participant Identifier	The CMS system-generated identifier for the participant for which the warrant applies.	B	B	NA

JIS Data Standards for Alternative Electronic Court Record Systems
Appendix B - Deleted Data Elements

The table below details data elements that have been removed from previous versions of the standard for any reason. The following is a description of each column:

Shared Data – The Name of the Shared Data group for the deleted data element. This name can be used to cross reference back to subsection B.1 In the “Shared Data” cell. This provides a business name for the group of data elements to be shared.

Element Number – A sequential Number assigned to each individual data element.

Element Name – The business related name for the shared data element.

Definition – The definition for either the Share Data group or the Data Element.

Reason Removed – The rationale for removing the deleted data element from the standard.

Shared Data/ Element Number	Element Name	Definition	Reason Removed
Accounting Summary		Accounting Summary provides the total debit and credit amounts for a given court and jurisdiction and calendar month.	
3	Case Classification Code	Standard statewide code that identifies the case classification as defined as a combination of court level, category (criminal, civil, sexual assault protection, etc.), case type, and cause code	Case detail data is not needed in the Acct Summary, as it is meant to capture the total debits and credits of an entire court.
310	Remit Group Sub Account	Revenue paid to a court that must be remitted to state or local government entities. Examples: Current Expense (Local City or County Funds), Crime Victims Fund, Law Library Fund, State General Fund, School Zone Safety Account, Prostitution Prevention and Intervention Account). These remit group accounts are associated to BARS (Budgeting Accounting and Reporting System) account numbers.	This data will be stored through Accounting Detail and is not needed for Accounting Summary.
311	Remit Group Type	Category identifying whether remitted revenue sub-account is Local or State monies	This data will be stored through Accounting Detail and is not needed for Accounting Summary
Accounting Detail		Accounting Detail provides the most granular level of financial information. It contains the information for accounts	

JIS Data Standards for Alternative Electronic Court Record Systems
Appendix B - Deleted Data Elements

Shared Data/ Element Number	Element Name	Definition	Reason Removed
		receivable, adjustments, receipts, distributions, and other transactions case and non-case related accounting. Local details, such as non-participant “payee” data, is not needed for statewide sharing and will not be captured here.	
12	Case Classification Code	Standard statewide code that identifies the case classification as defined as a combination of court level, category (criminal, civil, sexual assault protection, etc.), case type, and cause code	Case detail data is not needed in the Acct Case detail section because the case details can be accessed through the Case Identifier element (#9).
313	BARS Account Effective Date	The date on which a BARS account is valid.	This data will be maintained by the AOC through a data validation process and does not need to be sent by the court.
316	Cost Fee Code Effective Date	The date on which a Cost Fee Code is valid.	This data will be maintained by the AOC through a data validation process and does not need to be sent by the court.
Charge		An allegation as to a violation of law.	
52	Charge Identifier	A CMS system-generated identifier for the charge provided by the court.	This element is no longer needed with the new EDR simplification model. Amended charges are tracked with elements #350 and #351.
58	Charge Primary Standard Law Number	Statewide equivalent (if any) for the charge primary local law number.	This data will be collected as reference data.
242	Amending Charge Identifier	The Charge identifier for any charges that are amended during the lifecycle of the case. If the charge is an original charge on the case, then this field is blank.	This element is no longer needed with the new EDR simplification

JIS Data Standards for Alternative Electronic Court Record Systems
Appendix B - Deleted Data Elements

Shared Data/ Element Number	Element Name	Definition	Reason Removed
			model. Amended charges are tracked with elements #350 and #351.
Citation		A document issued to a Person (or business) that contains the alleged violation of law.	
76	Citation Date	The date the citation date was issued.	Local data only. Not useful statewide.
77	Origination Agency Code	<p>A code assigned to designate the “originating agency,” developed by the National Crime Information Center (NCIC)*. This identifies the agency that originated the citation/criminal complaint. The ORI (Originating Agency) number for an LEA (Law Enforcement Agency) or court is listed on the Official/Organization (OFO) screen in the ORG DOL CODE field.</p> <p>The Washington State Patrol (WSP) maintains a current list of ORI numbers online at http://www.wsp.wa.gov/_secured/access/mamanuals.htm on the ACCESS--Manuals & Documents page.</p>	This data will be linked to the Court Code standard reference data. It can be maintained by the AOC without the courts having to send it.
81	Citation Speed Zone Count	A number that specifies the speed limit at the location of the citation.	Local data only. JIS uses to determine primary law number related to charge, but this is CMS specific.
82	Citation Vehicle Speed Count	A number that specifies the vehicle speed as written on the citation	Local data only. JIS uses to determine primary law number related to charge, but this is CMS specific.
Case Participant Flag		A flag, notification, or other important data regarding the case participant that supports public safety or judicial decision. This includes items such as: HD1 (e.g. Electronic Home Monitoring/Detention Non-Tech Violation), HD2 (e.g. Electronic Home Monitoring/Detention Tech Violation).	These flags were moved to the Person level so the information is not limited to one case.

JIS Data Standards for Alternative Electronic Court Record Systems
Appendix B - Deleted Data Elements

Shared Data/ Element Number	Element Name	Definition	Reason Removed
267	Case Participant Identifier	CMS system-generated unique participant identifier.	See note above.
268	Case Participant Flag Type Code	A code that identifies the type of flag.	See note above.
269	Case Participant Flag Begin Date	The case participant flag begin effective date.	See note above.
270	Case Participant Flag End Date	The case participant flag end effective date	See note above.
Official		Provides a record for each official that is used in other records provided, such as a Judge, Attorney or Law Enforcement Officer.	
245	Official Classification Code	A code that identifies the type of official (e.g. judge, attorney, law enforcement, etc.)	Reinstated elements #139 & #140 for new EDR model
Protection & No Contact Orders		The data refers to the details contained within the documents. It does not store document images.	
328	Order Sub type	The detailed order type (e.g. Temporary Anti-Harassment, Full Sexual Assault, Vulnerable Adult, etc.)	The need for both a Type and Sub-type code was unnecessary so the 2 were combined into one element (#327)
Organization		Organization provides a record for each organization that is used in other records provided	
246	Organization Classification Code	A codes that identifies the type of organization (e.g. court, law enforcement agency, jurisdiction	Reinstated elements #146 & #147 for new EDR model
Participant		Participant provides a record of each person, organization and official related to a case.	

JIS Data Standards for Alternative Electronic Court Record Systems
Appendix B - Deleted Data Elements

Shared Data/ Element Number	Element Name	Definition	Reason Removed
247	Participant Classification Code	A code for the role of the person participant on the case (e.g. defendant, petitioner, etc.).	Reinstated element #154 for new EDR model
Proceeding		Documents a hearing for a case	
208	Proceeding Status Code	A code that identifies the status (scheduled, held, etc.).	Not needed, as all reportable statuses captured in other proceeding elements.
Significant Document Index Information		Significant documents will include all documents in which information needs to be shared outside of a court. These, in general are document that provide original filings, decisions, etc. Examples would be criminal complaints, petitions, orders, stipulations or other agreements. This includes, but is not limited to...	The entire Sig Doc section was deleted and broken down into Court Docket, Protection & No Contact Orders and Judgment sections.
214	Case Identifier	CMS system-generated unique case identifier.	See above.
215	Document Identifier	A CMS system-generated unique identifier assigned by the court.	See above.
216	Document Classification Code	The document type and sub type (judgment and sentence, order, hearing, civil complaint, review hearing etc.). This is also used to store a domestic violence order, anti-harassment subtype.	See above.
250	Document Classification Text	Docket text and other entries that contain data needed by courts statewide.	See above.
217	Document File Date	The date the document is filed.	See above.
218	Document Decision Code	A code that identifies the type of decision when applicable. (i.e. committed, not guilty, guilty, dismissal, granted, denied, etc.).	See above.

JIS Data Standards for Alternative Electronic Court Record Systems
Appendix B - Deleted Data Elements

Shared Data/ Element Number	Element Name	Definition	Reason Removed
219	Document Decision Date	The document decision date.	See above.
251	Document Decision Time	The document decision time.	See above.
220	Document Expiration Date	The document expiration date.	See above.
221	Document Termination Date	The document decision termination date (used for domestic violence or other applicable orders).	See above.
222	Document Authorizing Official Identifier	The CMS system-generated identifier of the official that authorized the document.	See above.
252	Document Security Status Code	Security status (sealed, open, etc.) for documents such as Name Change Orders, Protection Orders, documents involving minors, etc.	See above.
253	Document Decision Reason Code	The reason for which the decision was made on the document. For example, a protection order is denied for failure to appear, or no cause.	See above.
Significant Document Party		Significant Document Party provides a record that provides additional information related to the parties for which a document applies. This is used for protection orders to identify the protected and restrained persons. It can also be used to record information for other documents when applicable.	The entire Sig Doc Party section was deleted and broken down into Court Docket, Protection & No Contact Orders and Judgment sections.
223	Case Identifier	CMS system-generated unique case identifier.	See above.
224	Document Identifier	A CMS system-generated unique identifier assigned by the court.	See above.
225	Document Participant Identifier	The CMS system-generated identifier for the person for whom the document applies. (This is the same identifier as the Participant Identifier.)	See above.

JIS Data Standards for Alternative Electronic Court Record Systems
Appendix B - Deleted Data Elements

Shared Data/ Element Number	Element Name	Definition	Reason Removed
226	Document Participant Decision Code	A code that specifies the role of the participant (protects, restrains, etc.)	See above.

Summary of Significant Changes to JIS Data Standards in version 2.0.6 (Provisionally Approved by the EDE Steering Committee)

Change Description	Count
Added Document Sections	2
Typographical Error Corrections	6
Titles and Definitions Edited	176
Shared Data Category Added or Changed	4
Data Elements Added – Includes 17 Identifier Data Elements and 17 elements that were subsequently deleted	105
Data Elements Deleted	39
Standards Requirements Changed	47

Page 5: The definitions for *National Information Exchange Module (NIEM) and Information Exchange Program Documentation* were removed because they are not used or defined elsewhere.

Page 8: Person Flag has been added to the Shared Data on item (1) Party Information.

Page 8: Case Flag has been added and another item changed on the Shared Data on item (2) Case Filing and Update.

Page 11: Item (15) Flags and Notifications has been added to the data standards because there was no appropriate data element to capture flags that served as required and necessary descriptors on data objects such as Person or Case. Added Person Flag, Case Flag and Case Participant Flag.

Page 15: The sentence read “Information Exchange Model shall conform to the National Information Exchange Model (NIEM) standards and as enhanced with the AOC JIS extensions” was removed because NIEM is not used in the EDR.

Page 18: Data Element 3 – Case Classification Code has been deleted because Accounting Summary does not require case information.

Page 18: Data Element 312 – Remit Status Code has been added to capture the status code of accounts receivable.

Page 18: Data Element 362 – Begin Balance has been added to capture the beginning balance of the account for the reporting period.

Page 18: The definition of Accounting Case Detail was expanded and now included details of what types of data in this category are considered local.

Page 18: Data Elements 9 – Transaction Identifier, 10 – Case Identifier, and 11 – Person Identifier were all moved into the Identifiers section of Appendix A to reflect the fact that these elements are all system-generated identifiers.

Page 18: Data Element 12 – Case Classification Code has been deleted. This code was removed because it was duplicative of Data Element 10 – Case Identifier.

Page 19: Data Elements 314 – Remit Group Sub-Account Code and 315 – Remit Group Type Code were both added to capture required accounting information.

Page 19: Data Element 317 – Remit Status Code was added to capture necessary data.

Page 20: Data Element 240 – Address Source Code was added to collect necessary data.

Page 21: Data Elements 300 – Case Association Begin Date and 301 – Case Association End Date have been added to collect necessary information.

Page 21: Data Element 302 – Cause Code has been added to capture required information that was missing from the original data standard.

Page 22: Data Element 241 – Case Suit Amount was added to capture necessary data.

Page 22: Data Element 361 – Jurisdiction Code was added to capture data not included in the original version of the data standards. Required for Washington State Patrol.

Page 22: Shared Data Type Case Flag and Data Elements 264 – Case Flag Type Code, 265 – Case Flag Begin Date, and 266 – Case Flag End Date have been added to capture data on case flags that were not included in the first version of the data standards.

Page 23: Data Element 303 – Case Status End Date was added to capture the corollary date of Data Element 49 – Case Status Begin Date.

Page 23: The definition of Charge was expanded to make it clear that it included juvenile referrals (other related definitions changed to clarify that juvenile included).

Page 23: Data Elements 50 – Participant Identifier, 51 – Case Identifier, and 53 – Charge Document Identifier were moved into the Identifiers section of Appendix A to reflect the fact that these elements are system-generated identifiers (other system-generated identifiers also moved to Identifiers section).

Page 23: Data Element 52 – Charge Identifier has been deleted because it was unnecessary after the EDR model was simplified.

Page 23: Data Element 350 – Amended Count Number and 351 – Sequence Number were added to capture sequence numbers on charges and amended charges.

Page 23: Data Element 58 – Charge Primary Standard Law Number was removed because the data is now collected as part of reference data.

Page 23: Data Element 369 – Charge Primary Law Description was added to capture required data.

Page 24: Data Element 370 – Charge Special Allegation Description was added to capture necessary data.

Page 24: Data Element 371 – Charge Modifier Description added to capture necessary data.

Page 24: Data Elements 372 – Charge Additional Law Statute Description, 365 – Charge Law Authority Code, 366 – Charge Penalty Code, and 367 – Charge Severity Code were all added to properly capture data related to charges.

Page 25: Data Element 373 – Charge Element Description was added to capture the required data on charge elements.

Page 25: Data Elements 76 – Citation Date and 77 – Origination Agency Code. The former was deleted after being classified as local data and the latter is now managed through the standard reference data.

Page 25: Data Elements 81 – Citation Speed Zone Count and 82 – Citation Vehicle Speed Count have been deleted. Both are now considered local data.

Page 26: Data Element 352 – Condition Sentence Description was added to capture required data.

Page 28: Data Element 243 – FTA Cancel Date was added to capture necessary data.

Pages 28 – 29: Data Elements 244 – FTA Adjudication or Cancellation Reason Code and 318 – FTA Type Code were added to capture necessary data.

Page 29: Data Elements 356 – Official First Name, 357 – Official Last Name, 358 – Official Middle Name, and 359 – Official Suffix have all been added to allow the capture of name parts for officials.

Page 29: Data Elements 304 – WA State Bar Association Number and 363 – Assigned Official Number have been added to capture necessary information.

Page 31: Data Elements 248 – Person Classification Code and 305 – Complete Name were added to capture necessary data and to allow flexibility in how the name can be sent.

Page 31: Data Elements 306 – Person Name Prefix and 307 – Person Name Suffix were added to capture data left out of the original data standard.

Page 31: Data Element 249 – Date of Death Source Code was added to capture necessary data.

Page 33: Person Flag Shared Data Type and all three of its data elements were added to capture various person flags.

Page 33: Data Element 364 – Proceeding Schedule Type Code was added to capture necessary data.

Page 34: Data Element 306 – Proceeding Actual Time was added to capture necessary data.

Page 34: Court Docket and all three of its data elements were added to capture court docket data.

Pages 34 – 35: Protection & No Contact Orders and all 10 of its data elements were added to capture protection and no contact order data.

Pages 35 - 36: Judgements and all 10 of its data elements were added to capture protection and no contact order data.

Page 36: Data Elements 255 – Warrant Number and 256 – Warrant Security Status Code were added to capture necessary warrant data.

Page 37: Data Elements 257 – Warrant Bail Type Code and 258 – Warrant Reason Code were added to collect necessary data.

Pages 45 – 51: Appendix B was added to the original document to capture data elements deleted from the standards. Most were removed because they were redundant, the data was usually not captured, or the data was deemed to be local. Any element numbered 240 or higher was added and subsequently deleted since the original document.



JISC DATA DISSEMINATION COMMITTEE
Friday, December 6, 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. October 25, 2019, Meeting Minutes

Action: Motion to approve the minutes

Judge Leach - All

*

2. Update regarding discussions with Tyler Technologies

Mr. John Bell

3. Other Business

Judge Leach



Board for Judicial Administration (BJA) Meeting
Friday, October 18, 2019, 9:00 a.m. – 12:00 p.m.
AOC SeaTac Office, 18000 International Blvd, Suite 1106, SeaTac

MEETING MINUTES

BJA Members Present:

Chief Justice Mary Fairhurst
Judge Greg Gonzales, Member Chair
Judge Tam Bui
Judge Doug Federspiel
Judge Dan Johnson
Judge David Kurtz
Judge Robert Lawrence-Berrey (by phone)
Judge Linda Lee
Judge Mary Logan
Judge Sam Meyer
Terra Nevitt
Judge Kevin Ringus
Dawn Marie Rubio
Judge Kitty-Ann VanDoorninck

Guests Present:

Judge Andrea Beall
Judge Doug Fair (by phone)
Timothy Fitzgerald (by phone)
Judge Sean O'Donnell (by phone)
Judge Rebecca Robertson
Brooke Powell (by phone)
Kyle Sciuchetti (by phone)
Dawn Williams

Public Present:

Page Carter

Administrative Office of the Courts

(AOC) Staff Present:

Crissy Anderson (by phone)
Judith Anderson
Jeanne Englert
Sharon Harvey
Penny Larsen
Dirk Marler
Carl McCurley
Dory Nicpon (by phone)
Ramsey Radwan
Caroline Tawes
Andrea Valdez

Call to Order

Chief Justice Fairhurst called the meeting to order at 9:00 a.m. and the members introduced themselves.

BJA Court System Education Funding Task Force Presentation

The Court System Education Funding Task Force Mid-Term Report was included in the meeting materials. The Task Force members met and voted to make a request to the Legislature for funding of \$250,000. There was a discussion about making a supplemental budget request. Ramsey Radwan and Budget and Funding Committee

Chair Judge Logan were not in favor of the request as the BJA-approved process closed months ago and they were concerned what this request meant for the process and future requests. Other members disagreed and said the request was a high priority and making a budget request now would underscore the urgency of the request.

It was moved by Judge Kurtz and seconded by Judge Gonzales to submit the Court System Education Funding Task Force budget request to the Legislature.

Voting in favor: Chief Justice Fairhurst, Judge Bui, Judge Gonzales, Judge Federspiel, Judge Johnson, Judge Kurtz, Judge Lawrence-Berrey, Judge Lee, Judge Meyer, Judge Ringus, Judge vanDoorninck

Opposed: Judge Logan

Absent: Judge Mann, Judge Scott, Justice Stephens

Chief Justice Fairhurst noted that this request is an exception.

It was moved by Judge van Doorninck and seconded by Judge Bui to extend the charter of the Court System Education Funding Task Force for another year, until 2021. The motion carried unanimously.

Judicial Needs Estimate (JNE) Presentation

Dawn Marie Rubio and Carl McCurley presented information on the judicial needs estimate process. There is a question whether the objective caseload method is still a valid model. The National Center for State Courts (NCSC) recommends methodologies be updated every five years, and the current objective workload analysis JNE model has not been revalidated since 2002. There was a discussion on the method and options. There is currently no specific plan on the JNE model; the current model will need to be re-anchored before further plans are made.

Standing Committee Reports

Budget and Funding Committee (BFC): Judge Logan had nothing to report.

Court Education Committee (CEC): Judge Gonzales reviewed the CEC Report included in the meeting materials. The CEC met last Wednesday. The members will be contacting legislators who supported the funding request last year and will ask them for further support. On page 9 of the meeting materials, in the Court System Education Funding Task Force Mid-Term Report, Chief Justice Fairhurst suggested clarifying the timeframe on the number of bills passed.

Legislative Committee (LC): Dory Nicpon will send information to the BJA on the intra-branch discussion on artificial intelligence and algorithmic tools. There will be

presentations on the Bar Structure Work Group to the Senate and House on November 21 and 22. A report to explain the structure and steps of the Supreme Court Work Group on the Bar Structure will be on the November BJA agenda.

Policy and Planning Committee (PPC): The last PPC meeting was in September. Penny Larsen reviewed the report included in the meeting materials.

BJA Task Force Updates

Court Security Task Force: Judge Robertson reviewed the Court Security Task Force Report included in the meeting materials. Chief Justice Fairhurst reminded the task force members of previous court security efforts, as those materials may be useful. She suggested developing a list of minimum requirements, and courts without those resources should go to the top of the list.

BJA Court Rules and Bylaws

It was moved by Judge Ringus and seconded by Judge Logan to adopt the suggested changes to the BJA Rules and BJA Bylaws. The motion carried unanimously.

Annual Picture

The annual BJA member photograph was taken.

Interpreter Services Funding Task Force Presentation

Judge Beall reviewed the Interpreter Services Funding Task Force Final Report included in the meeting materials. The Task Force was successful in their funding request and Judge Beall summarized the process used by the Task Force. Chief Justice Fairhurst thanked the co-chairs and members for their work.

It was moved by Judge Kurtz and seconded by Judge Lee to conclude the Task Force and refer the next steps to the Interpreter Commission. The motion carried unanimously.

Judicial Leadership Summit Follow-Up

The members discussed the next steps following the Judicial Leadership Summit. The adequate funding priority has been assigned to the PPC. The next priorities are access to justice in courts, improving the quality of decisions and our role in the turnover of judges, and behavioral health impacts on courts. Chief Justice Fairhurst wanted to make sure progress on the top priorities is being tracked.

There are several groups working on access to justice and the BJA did not want parallel tracks. The BJA should remain aware of the work that is going on in this area and figure out how to support it.

Judge Gonzales suggested waiting to work on therapeutic courts until we see information from courts. Improving the quality of decisions is part of the CEC education process.

Judge Meyer suggested combing the priority of improving quality of decisions with our role in efficiency in the courts. The PPC is planning to develop questions for this priority for small group discussions at the November joint BJA and CMC meeting.

There are groups working on behavioral health issues. Although members did not necessarily support forming another task force, it might be a good idea to bring together groups who are working on this issue, possibly by phone, to discuss. Judge Meyer, Judge vanDoorninck, and Dawn Marie Rubio can identify the first steps.

Chief Justice Fairhurst suggested working with Jeanne Englert to craft a message for courts that BJA is available for support if a court is working in a certain focus area as identified at the Judicial Leadership Summit.

September 20, 2019 Meeting Minutes

It was moved by Judge Ringus and seconded by Judge Lee to approve the September 20, 2019, BJA meeting minutes. The motion carried unanimously.

Information Sharing

- Judge vanDoorninck encouraged other boards to request a presentation by the Judicial Assistance Services Program (JASP).
- The Superior Court Judges' Association (SCJA) asked Judge Federspiel to share the top judgement and sentence (J & S) errors. This information will be incorporated in the Judicial College materials. Chief Justice Fairhurst is working with Dirk Marler, Dory Nicpon, and SCJA leadership on strategies to reduce the J & S errors.
- AOC is working with Tyler Technologies on the cost and implementation plans for the Courts of Limited Jurisdiction Case Management System (CLJ-CMS). Dawn Marie Rubio and Judge Lee attended a Judicial Leadership Conference in Boston last week.
- Judge Kurtz believes that GR 37 has had a positive impact in the courtroom.
- Regional focus group discussions for presiding judges and administrators on the best approaches to delivering education for their needs will be held on November 19, December 5, and December 17.

- There have been good reviews on the District and Municipal Court Management (DMCMA) fall regional trainings on implicit bias and decision making.
- The Washington Women Lawyers Passing the Torch Award has been renamed The Chief Justice Mary Fairhurst Award.
- Chief Justice Fairhurst announced her decision to retire on January 5, 2020. A new Chief Justice and new justice will be sworn in on January 6, 2020. The Public Trust and Confidence Committee and the commissions are planning an event at the Temple of Justice on December 18.

Other

There being no further business, the meeting was adjourned at 12:05 p.m.

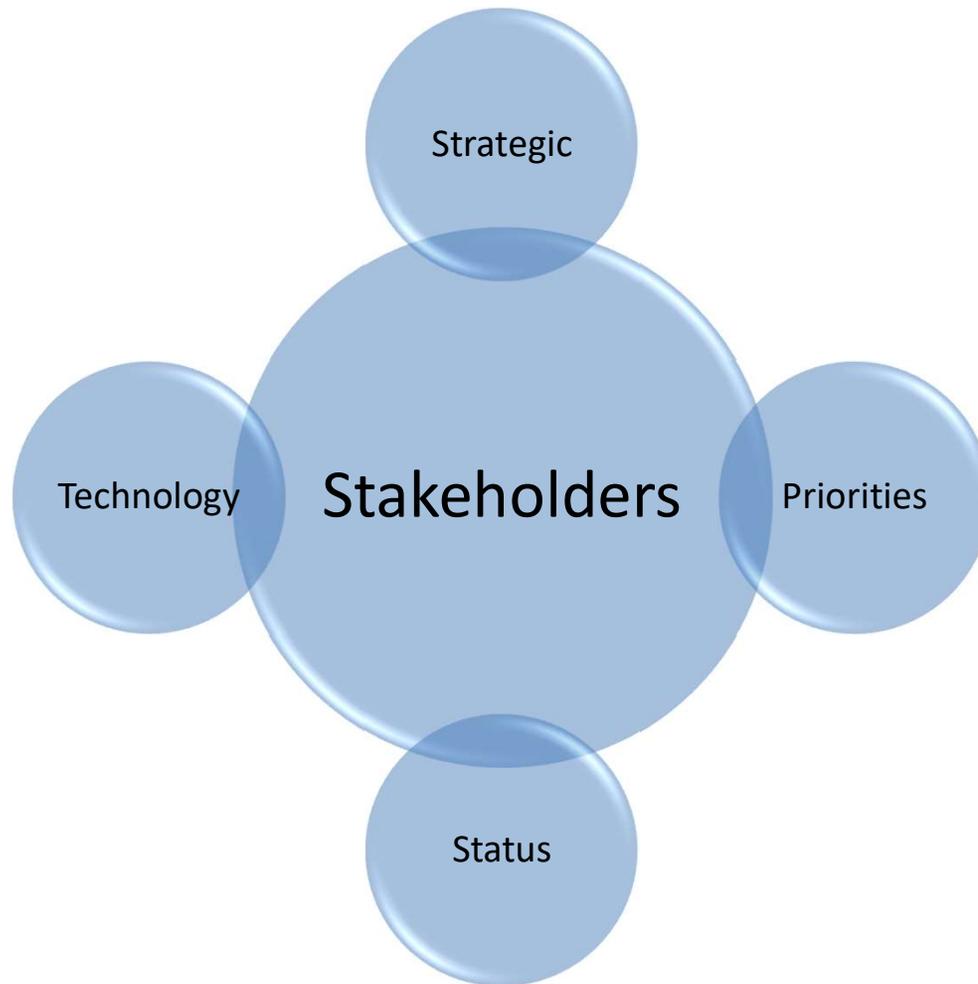
Recap of Motions from the October 18, 2019 Meeting

Motion Summary	Status
Submit the Court System Education Funding Task Force online training budget request to the Legislature.	Passed
Extend the charter of the Court System Education Funding Task Force for another year, until 2021.	Passed
Adopt the suggested changes to the BJA Rules and BJA Bylaws.	Passed
Conclude the Interpreter Task Force and refer the next steps to the Interpreter Commission.	Passed
Approve the September 20, 2019, BJA meeting minutes.	Passed

Action Items from the October 18, 2019 Meeting

Action Item	Status
A report to explain the structure and steps of the Supreme Court Work Group on the Bar Structure will be on the November BJA agenda.	
Dory Nicpon will send information to the BJA on the intra-branch discussion on artificial intelligence and algorithmic tools.	
Judge Meyer, Judge vanDoorninck, and Dawn Marie Rubio can identify the first steps on working on behavioral health impacts on courts.	
Chief Justice Fairhurst suggested working with Jeanne Englert to craft a message for courts that BJA is available for support if a court is working in a certain focus area.	

Action Item	Status
<u>September 20, 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: 272 - Snohomish District Court CMS to EDR Data Exchange
274 - EFC Extended Foster Care-Dependency - Modify
Required Party of PAR Parent
277 - TRU Truancy - Modify Required Party of PAR Parent

Endorsement

Confirmations: None

CLUG Decision: 107 – PACT Domain 1 Integration

Authorized: None

In Progress: 242 – WSP System Modernization
251 - Electronic Filing - Snohomish County Clerk's Office
267 - Odyssey Supervision Module Modification

Completed: None

Closed:

ITG Portal: New title for ITG 242 – PCN Number Change to WSP System Modernization.

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	In Progress	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													
		Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19

■ Authorized
 ■ In Progress
 ■ Completed
 ■ Withdrawn or Closed

Current ITG Priorities by CLUG

Priority	ITG #	Request Name	Status	Approving Authority	Importance
Appellate CLUG					
1	252	Appellate Electronic Court Records	In Progress	JISC	Unspecified
Superior CLUG					
1	267	Odyssey Supervision Module Modification	In-Progress	Administrator	High
2	107	PACT Domain 1 Integration	Authorized	Administrator	Low
Courts of Limited Jurisdiction CLUG					
1	102	Courts of Limited Jurisdiction Case Management System	In Progress	JISC	High
2	27	Seattle Municipal Court CMS to EDR Data Exchange	In Progress	JISC	High
Multi Court CLUG					
1	62	Automate Courts DCXT Table Entries	In Progress	JISC	Medium
N/A	3	Imaging and Viewing of Court Documents	In Progress	Administrator	Unspecified

Authorized
 In Progress
 Completed
 Withdrawn or Closed

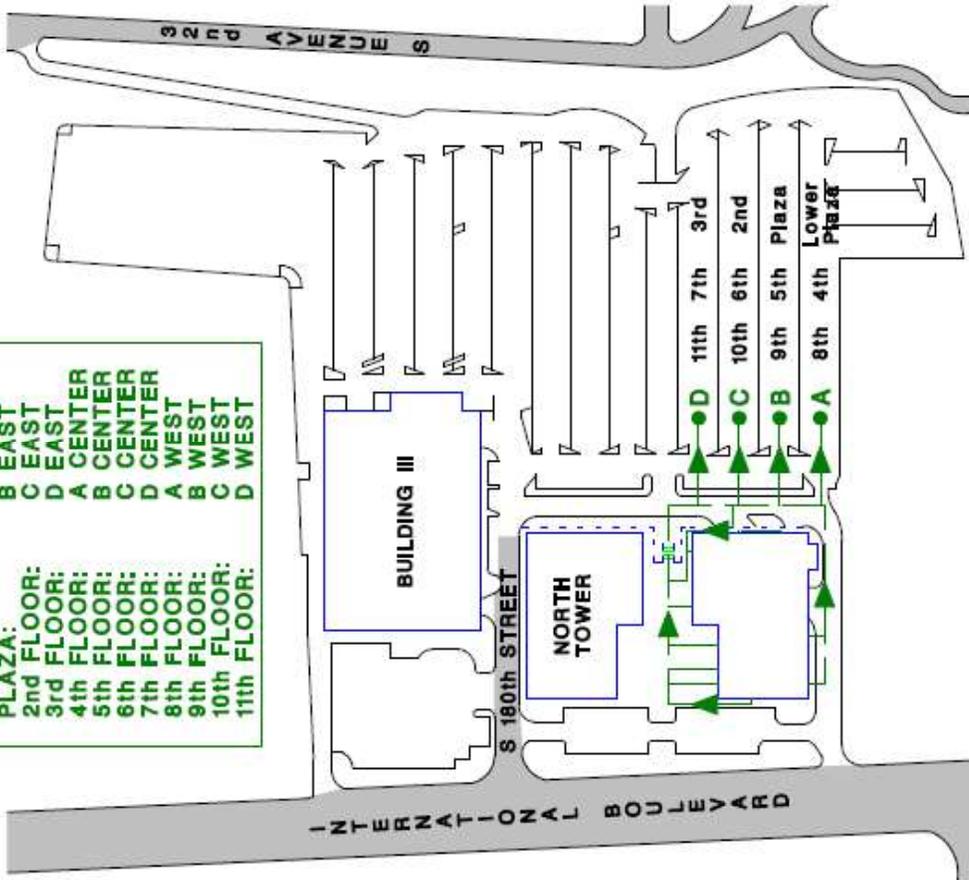
ITG Request Progress

Awaiting Analysis	Awaiting Analysis	Awaiting Endorsement Confirmation	Awaiting CLUG Recommendation	Awaiting Authorization	Awaiting Scheduling
<p>274 EFC Extended Foster Care-Dependency - Modify Required Party of PAR Parent</p>	<p>220 Supplemental Race/Ethnicity Request</p>	<p>241 JIS Person Business Indicator</p>			<p>62 Automate Courts DCXT Table Entry</p>
<p>275 Odyssey to EDR</p>	<p>232 DQ for Statewide Criminal Data</p>				<p>107 Pact Domain 1 Integration</p>
<p>276 Parking Tickets issued in SECTOR - Interim resolution</p>	<p>236 DOL ADR Name Enhancement</p>				
<p>277 TRU Truancy - Modify Required Party of PAR Parent</p>	<p>248 WA State JUV Court Assessment</p>				
<p></p>	<p>256 Spokane Municipal Court CMS to EDR Data Exchange</p>				
<p></p>	<p>265 Kitsap District Court CMS to EDR Data Exchange</p>				
<p></p>	<p>266 Upgrade SC-CMS to Odyssey 2018</p>				
<p></p>	<p>268 Olympia Municipal Court CMS to EDR Data Exchange</p>				
<p></p>	<p>269 Installation Of Clerks Edition For Franklin County Superior Court Clerks Office</p>				
<p></p>	<p>270 Allow MH-JDAT/MAISI data to be accessed through BIT from the Data Warehouse</p>				
<p></p>	<p>271 DB2 Version 12 Upgrade</p>				
<p></p>	<p>272 Snohomish District Court CMS to EDR Data Exchange</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



--- PLAZA ABOVE

