



Judicial Information System Committee (JISC)

Friday, February 28, 2020 (10:00 a.m. – 11:15 a.m.)

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

TELEPHONIC MEETING

AGENDA

1.	Call to Order a. Introductions b. Approval of Minutes	Justice Madsen, Chair	10:00 – 10:05	Tab 1
2.	JIS Budget Update a. 19-21 Budget Update	Mr. Ramsey Radwan, MSD Director	10:05 – 10:15	Tab 2
3.	Legislative Update	Ms. Dory Nicpon, Judicial and Legislative Relations, Associate Director	10:15 – 10:30	Tab 3
4.	JIS Priority Project #1 (ITG 102): Courts of Limited Jurisdiction Case Management System (CLJ-CMS) Project Update	Ms. Cat Robinson, PMP	10:30 – 10:45	Tab 4
5.	JIS Priority Project #2 (ITG 62): Automate Courts DCXT Table Entries Project Update	Mr. Kevin Ammons, PMO/QA Manager	10:45 – 10:50	Tab 5
6.	JIS Priority Project #3 (ITG 252): Appellate Electronic Court Records Project Update	Mr. Kevin Ammons, PMO/QA Manager	10:50 – 10:55	Tab 5
7.	JIS Priority Project # 4 (ITG 27): Expanded Seattle Municipal Court Case Data Transfer Project Update	Tammy Anderson, Enterprise Data Services Manager	10:55 – 11:00	Tab 5
8.	Committee Reports Data Dissemination Committee (DDC)	Judge J. Robert Leach, Chair	11:00 – 11:10	Tab 6
9.	Meeting Wrap Up	Justice Madsen, Chair	11:10 – 11:15	
10.	Informational Materials a. ITG Status Report			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

April 24, 2020

June 26, 2020

August 28, 2020

October 23, 2020

December 4, 2020

JUDICIAL INFORMATION SYSTEM COMMITTEE

December 26th, 2019
10:00 a.m. to 12:15 p.m.
AOC Office, SeaTac WA

Minutes

Members Present:

Chief Justice Mary Fairhurst, Chair
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 - Phone
Mr. David Reynolds - Phone
Judge David Svaren
Mr. Bob Taylor
Ms. Margaret Yetter

Members Absent:

Ms. Dawn Marie Rubio
Mr. Jon Tunheim

AOC Staff Present:

Mr. Kevin Ammons
Mr. Kevin Cottingham
Ms. Vicky Cullinane
Ms. Vonnie Diseth
Mr. Curtis Dunn
Mr. Brian Elvin
Mr. Scotty Jackson
Mr. Sriram Jayarama – Phone
Ms. Hayley Keithahn
Mr. Mike Keeling
Mr. Dirk Marler
Mr. Dexter Mejia
Ms. Dory Nicpon
Mr. Ramsey Radwan
Ms. Cat Robinson

Guests Present:

Ms. Claire Bradley
Justice Barbara Madsen
Mr. Allen Mills
Ms. Heidi Percy
Judge Brian Tollefson – Phone
Ms. Beth Baldwin
Mr. Enrique Kuttemplon
Judge Donna Tucker
Mr. Othniel Palomino

Call to Order

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

Meeting Minutes

Chief Justice Fairhurst noted a duplicate member vote in two decision points and asked for the record to be corrected. She asked if there were any other changes or amendments to the minutes and hearing none, deemed them approved.

JIS Budget Update

Mr. Ramsey Radwan reported on the 19-21 budget and referred to the green sheet in the meeting materials. At the moment there isn't much to report with everything going according to plan. The detailed budget allocations have been completed but may be adjusted over the next few months as needed. Mr. Radwan alerted the Committee that there is not a supplemental budget going through the 2020 session, and he does not foresee anything to impact it for the time being.

Legislative Update

Ms. Dory Nicpon gave an update on the 2020 legislative session.

The 2020 legislative session is scheduled to be sixty days long, beginning on January 13, 2020. If additional time is needed 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 (WSDOT) 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.

Tribute to Chief Justice Fairhurst

A tribute to Chief Justice Fairhurst was given by Judge J. Robert Leach and Ms. Vonnie Diseth.

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

Ms. Cat Robinson presented the update on the CLJ-CMS project. Ms. Robinson updated the Committee on the activities of the Project Steering Committee (PSC) and their decision on e-Filing. It was decided that e-Filing will be implemented first with the case management system (CMS) to follow for courts and probation offices. One major advantage of this approach is that the state will be getting documents electronically much earlier than expected. This will reduce the need to scan those court documents later as customers will be filing them electronically for some time before the CMS is implemented. Ms. Robinson discussed the rationale for the tentative selection of the pilot courts, consisting of Pierce District, Tacoma Municipal, Gig Harbor, and Fircrest/Ruston courts. This selection included courts that are in relative close proximity to each other, along with ease of access from AOC, and included courts with large complex caseloads, courts with multiple jurisdictions, and smaller courts. Discussion was held on Tyler's meeting with the Steering Committee where they answered questions on the deployment plan, e-Filing, general CMS questions, as well as questions regarding Tyler Supervision. Current estimates have the project rollout taking sixty-four months. Ms. Robinson stated the PSC voted unanimously to recommend continued contract negotiations with Tyler, starting in January.

Mr. Larry Barker stepped down from the CLJ-CMS PSC in November 2019. The decision point regarding his replacement is as follows:

Motion: Ms. Paulette Revoir

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.

Second: Chief Brad Moericke

Voting in Favor: Chief Justice Mary Fairhurst, 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. Paulette Revoir, Mr. David Reynolds, Judge David Svaren, Mr. Bob Taylor, Ms. Margaret Yetter

Opposed: None

Absent: Ms. Dawn Marie Rubio, Mr. Jon Tunheim

The motion was passed.

JIS Data Standards

Mr. Scotty Jackson gave an update on the JIS Data Standards. Mr. Jackson began by letting the Committee know the current Data Standards were last approved October 24, 2014. Mr. Jackson stated these were the data standards for alternative local courts records systems. Previously, the JISC had provisionally approved the Expedited Date Exchange (EDE) Steering Committee to make changes to those data standards to get King County Clerk's Office (KCCO) as well as King County District Court's

(KCDC) case management systems to work with the Enterprise Data Repository (EDR). Mr. Jackson explained the many changes made to the JIS Data Standards, with the focus being on a successful integration with KCCO's system to the EDR going live on July 15, 2019. Some of the changes included the addition of standard elements, definition clarification/updates, and the addition of improved data examples. Mr. Jackson explained they have been working on maintenance and operations to ensure KCCO's system works well with EDR, as well as monitoring the statewide impact for those parties needing to see King County data. In addition to KCCO maintenance and operations, AOC is ramping up efforts to work with KCDC and their integration to the EDR sometime next year. It was asked if there was a document that contained the data elements making up the JIS Data Standards. Mr. Jackson replied that due to the document length, the entire data standards were only posted online with the meeting materials and not included in the printed meeting materials. However, there is a document included in the packet that lists and describes the major changes that were made. After further discussion the Committee voted on both decision points:

Motion: Chief Justice Mary Fairhurst

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.

Second: Judge Scott K. Ahlf

Voting in Favor: Chief Justice Mary Fairhurst, 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. Paulette Revoir, Mr. David Reynolds, Judge David Svaren, Mr. Bob Taylor, Ms. Margaret Yetter

Opposed: None

Absent: Ms. Dawn Marie Rubio, Mr. Jon Tunheim

The motion passed as written.

Motion: Chief Justice Mary Fairhurst

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).

Second: Judge Scott K. Ahlf

Voting in Favor: Chief Justice Mary Fairhurst, 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, Ms. Paulette Revoir, Judge David Svaren, Mr. Bob Taylor, Ms. Margaret Yetter

Opposed: None

Absent: Ms. Dawn Marie Rubio, Mr. Jon Tunheim

The motion passed as written.

Data Dissemination Committee Report (DDC)

Judge Leach reported there was a short meeting regarding an issue about Odyssey and sealed cases. The DDC received notification from Tyler that the estimated cost to fix the issue was \$388,000. Currently, AOC is looking into an alternative solution where the fix could be included in the contract negotiations for the CLJ-CMS project. This alternative solution would mean the fix for the superior courts would not be available until the CLJ-CMS project begins their roll out, unless Tyler is able to provide it earlier.

Board for Judicial Administration Report (BJA)

Chief Justice Fairhurst reminded the Committee that the BJA minutes are contained in the JISC packet behind Tab 7.

Adjournment

Chief Justice Fairhurst announced to the Committee that Justice Debra Stephens has been chosen by the Supreme Court to be the next Chief Justice and will be sworn in on January 6th, 2020. In addition, the governor announced Judge Raquel Montoya-Lewis was his pick as the new justice of the Supreme Court. This will be the last JISC Meeting for Chief Justice Fairhurst. Chief Justice Fairhurst introduced Justice Barbara Madsen, who will be taking over as chair of the JISC.

Next Meeting

The next meeting will be February 28th, 2019, at the AOC SeaTac Facility from 10:00 a.m. to 2:00 p.m.

Action Items

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

Biennial Information as of 12/31/2019 (Fiscal Month 6)

Initiatives--JIS	TOTAL ALLOTTED	EXPENDED AND ENCUMBERED TO DATE	BALANCE
Courts of Limited Jurisdiction - Case Management System (CLJ-CMS)	\$14,486,000	\$361,605	\$14,124,395
Appellate Courts - Electronic Content Management System (AC-ECMS)	\$2,207,000	\$984,199	\$1,222,801
TOTAL 2019-2021	\$16,693,000	\$1,345,804	\$15,347,196



WASHINGTON COURTS

February 28, 2020

TO: Judicial Information System Committee (JISC) Members
FROM: Dory Nicpon, AOC Associate Director, Judicial and Legislative Relations
RE: Legislative Update

In an even-numbered year, the bills introduced but not passed in the prior odd-numbered (long) session are reintroduced and viable. Legislators may introduce entirely new bills as well. In the 2020 session, there have been an extraordinary number of new bills: 1,164 new bills in the first ten days of the short session.

A small team at AOC reviews each new bill, determines whether AOC should analyze and track it, and assigns the necessary analysts. For bills with concerning language or significant impacts, escalation protocols are used to inform legislative or fiscal engagement.

The last day of the 2020 regular session is March 12, 2020. The default effective date for legislation passed this session will be June 11, 2020.

2020 Legislative Session

New bills of interest to the judiciary this session include:

[2567/6522](#) (Courts/arrests): This bill restricts civil arrest of an individual going to, or returning from, a court facility. Except in specific circumstances, it prohibits judges, court staff, prosecutors, and prosecutors' staff from: 1) inquiring into, or collecting, immigration or citizenship information; and 2) providing non-publicly available personal information to federal Immigration and Customs Enforcement (ICE), or notifying ICE of an individual's presence at court facilities. The bill requires court security staff to collect information regarding state and federal law enforcement officers and actions at courthouses, and report the information to the Administrative Office of the Courts (AOC) to publish it.

[2793](#) (Vacating convictions/Clean Slate Act): This bill requires the AOC to send sentencing courts periodic reports of convictions that may meet statutory criteria for vacation. Sentencing courts must conduct hearings to review vacation-eligibility of convictions identified in the periodic AOC report. If the court does not vacate the conviction upon administrative review, then the court must set the conviction for a show cause hearing. The AOC and one county must pilot the administrative review process from July 1, 2021 through June 30, 2022, then implement statewide. The AOC must submit implementation plans and other reports to the Governor and Legislature.

[6438/2703](#) (Public Records Act/courts and court offices): This bill modifies the definition of “agency” for purposes of the Public Records Act (PRA) to include a court and an office within the judicial branch. It modifies the definition of “public record” for purposes of the PRA to include a “court case files and judicial records.” NOTE: The Senate version of this bill received a public hearing, but did not advance out of committee by the applicable cutoff date. The House version did not receive a public hearing. So, it appears that this bill will not advance.

[6287](#) (Guardianship/conservatorships [UGA trailer bill]): This bill makes adjustments to the Uniform Guardianship, Conservatorship, and Other Protective Arrangements Act (UGA), which was enacted in 2019 and scheduled to take effect on January 1, 2021.

[5450](#) (Adding superior court judges): This bill was introduced at the request of the BJA to add two superior court judge positions: one in Clark County and one in the tri-county judicial district for Ferry, Pend Oreille, and Stevens Counties.

Ongoing Activities

In addition to continuing to engage with legislators regarding pending legislation, the Board for Judicial Administration (BJA) Legislative Committee will begin preparations for legislative implementation and advancement of any BJA request legislation for the 2021 session.

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

Project Update

Cat Robinson, PMP
CLJ-CMS Project Manager

February 28, 2020

Recent Project Activity

- Contract update
- Recent decisions by the Steering Committee
 - Jury Management

Organizational Change Management (OCM) Outreach

- Pilot Courts
 - Pierce District
 - Tacoma Municipal
- DMCMA
 - Spring Regionals (April 2020)
 - Spring Conference (May 2020)

Integration

- Odyssey integration with Enterprise Data Repository (EDR)
- Superior Courts and CLJ Courts will both need to connect
- Planning to use the same solution

Next Steps

Milestone	Date
Formal contract negotiations began (IN PROGRESS)	January 6, 2020
JISC contract approval	Est. 2Q, 2020
Initiate vendor engagement	Est. Start 2Q, 2020
Develop consolidated project schedule with vendor	Est. Start 2Q 2020
Full gap analysis with vendor	Est. Start 2Q, 2020
CLJ-CMS E-File Deployment (9-12 months total) Pilot District/Municipal (statewide)	Est. Start 2Q, 2020
CMS Pilot Phase (Pierce, Tacoma, Gig Harbor, Fircrest/Ruston) Pilot Court Deployment (20 months)	Est. Start 2Q, 2020
CMS Statewide Rollout	Following Pilot Courts

Project Updates

Kevin Ammons, PMP
PMO/QA Manager

Tammy Anderson
Enterprise Data Services Manager

February 28, 2020

JISC IT Governance Strategic Priorities

JISC Priorities				
Priority	ITG#	Request Name	Status	Requesting CLUG
2	62	Automate Courts DCXT Table Entries	In Progress	Multi-Level
3	252	Appellate Electronic Court Records	In Progress	Appellate
4	27	Seattle Municipal Court Case Management System (CMS) to Enterprise Data Repository (EDR) Data Exchange	In Progress	CLJ

Automate Courts' DCXT Table Entries

Automate Courts' DCXT Table Entries

- Current Budgeting, Accounting, and Reporting System (BARS) Process
 - BARS codes are established by legislation or the State Auditor's Office
 - BARS codes then created in JIS for CLJ and used to allocate and report revenue to the correct accounts (state and local)
 - Courts each then make manual updates for each jurisdiction the court covers via the DCXT screen
 - These updates are time consuming, error-prone, and not always done

Automate Courts' DCXT Table Entries

- This project is creating a process to automatically populate BARS information for all CLJ courts at the same time as AOC updates the BARS codes
 - Some courts would still need to add a local County Department Code whenever a new BARS subaccount is added
 - Courts will retain the ability to add BARS codes or to edit information populated by AOC and the automated process

Automate Courts' DCXT Table Entries

- AOC plans to release the new process in early April
 - CLJ users will not see any change to the user interface
- This automated process will be for new codes only
- AOC will be developing a “clean-up report” to help courts correct existing codes that are inaccurate
- AOC will also provide a new audit report to show what codes have been added by date range

Appellate Electronic Court Records

Appellate Electronic Court Records

- Working to provide electronic public access to digital court records
 - Application and user interface designs have been started
- Working to convert existing letter templates into OnBase to streamline the process of sending certain letters
- Team continues to create and update OnBase process workflows to improve business process efficiency

Seattle Municipal Court Case Management System to Enterprise Data Repository Data Exchange

Seattle Muni to EDR Data Exchange

- Formally meeting with all stakeholders quarterly
- Provided Seattle Muni with all EDR documentation
- Providing guidance and information as needed



JISC DATA DISSEMINATION COMMITTEE
Friday, February 28, 2020, 9:00 a.m. – 9:55 a.m.
Teleconference
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 *
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ACTION ITEMS

1. December 6, 2019, Meeting Minutes Action: Motion to approve the minutes	Judge Leach – All	*
2. Display of sealed juvenile cases in Odyssey and JABS	Mr. David Reynolds	*
3. Other Business	Judge Leach	



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:	279 - JIS Name Field Upgrade
Endorsements:	None
Endorsement	
Confirmations:	None
CLUG Decision:	None
Authorized:	None
In Progress:	None
Completed:	None
Closed:	None
ITG Portal:	None

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	Seattle Municipal Court CMS to EDR Data Exchange	In Progress	CLJ

Authorized
 In Progress
 Completed
 Withdrawn or Closed

ITG Status Year in Review

ITG Request by JISC Priority

ITG 102	2012	In Progress												
ITG 62	2012	Authorized	In Progress	In Progress	In Progress	In Progress								
ITG 252	2018	Authorized	Authorized	Authorized	Authorized	Authorized	In Progress							
ITG 27	2015	Authorized	Authorized	Authorized	In Progress									
		Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20

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 Endorsement	Awaiting Analysis		Awaiting Endorsement Confirmation	Awaiting CLUG Recommendation	Awaiting Scheduling
279 JIS Name Field Upgrade	220 Supplemental Race/Ethnicity Request 232 DQ for Statewide Criminal Data 236 DOL ADR Name Enhancement 248 WA State JUV Court Assessment 256 Spokane Municipal Court CMS to EDR Data Exchange 265 Kitsap District Court CMS to EDR Data Exchange 266 Upgrade SC-CMS to Odyssey 2018 268 Olympia Municipal Court CMS to EDR Data Exchange 269 Installation Of Clerks Edition For Franklin County Superior Court Clerks Office 270 Allow MH-JDAT/MAISI data to be accessed through BIT from the Data Warehouse 271 DB2 Version 12 Upgrade 272 Snohomish District Court CMS to EDR Data Exchange	274 EFC Extended Foster Care-Dependency - Modify Required Party of PAR Parent 275 Odyssey to EDR 276 Parking Tickets issued in SECTOR - Interim resolution 277 TRU Truancy - Modify Required Party of PAR Parent 278 Kitsap County e-Filing	241 JIS Person Business Indicator		107 Pact Domain 1 Integration