

Washington State Judicial Branch 2015-2017 BIENNIAL BUDGET REQUEST

Decision Package

Agency	Administrative Office of the Courts
Decision Package Title	Courts of Limited Jurisdiction Case Management System
Budget Period	2015-2017 Biennial Budget
Budget Level	Policy Level

Agency Recommendation Summary Text

Funding is requested for development and implementation of the new case management system for courts of limited jurisdiction (CLJ). This project will replace the outdated AOC system (DISCIS) currently in use by the courts.

Fiscal Detail

Operating Expenditures	FY 2016	FY 2017	Total
543-1 JIS Account	\$ 1,289,000	\$ 3,140,000	\$4,429,000
Staffing	FY 2014	FY 2015	Total
FTEs (number of staff requested)	11	11	11

Package Description

The project is expected to be similar in size and scope to the superior court case management system (SC-CMS) project. During the 2015-2017 biennium, the project is expected to accomplish the following:

- End of requirements gathering
- Procurement (draft RFP through vendor kick-off)
- Vendor selection
- Fit analysis
- Configuration
- Training
- Beginning of Implementation phase

The attached staffing spreadsheet has been drafted by the project manager, requesting 19 FTEs at a salary cost of \$5M. As with SC-CMS, these positions are above and beyond the Administrative Office of the Courts' Information Services and Judicial Services Divisions' non-dedicated staff who will be working on the project.

Also including in the estimate is \$600,000 for vendor costs and \$100,000 for computer equipment including servers. This estimate is based largely on information gathered from the start-up of the SC-CMS project. Other costs are still to be determined with input from the SC-CMS team.

Commercial off the shelf (COTS) Prep refers to the costs needed to update existing Judicial Information System (JIS) services and processes to accommodate the new CLJ-CMS. COTS Prep costs will be requested in a separate decision package.

Narrative Justification and Impact Statement

This package contributes to the Judicial Branch Principle Policy Objectives identified below.

Fair and Effective Administration of Justice in All Civil and Criminal Cases.

Washington courts will openly, fairly, efficiently and effectively administer justice in all criminal and civil cases, consistent with constitutional mandates and the judiciary's duty to maintain the highest level of public trust and confidence in the courts.

The current CLJ Management Information System (DISCIS) was implemented in the 1980s and is obsolete. While it does what it was designed to do and was considered state-of-the-art technology at the time, court business and technology needs have evolved. The goal of the CLJ-CMS is to provide a number of desired functions to address the business needs of the courts by providing improved capabilities through data management, access, and distribution; more robust calendar management and statistical reporting capabilities; enhanced business process automation and management; and improved service to partners and the public.

Accessibility. *Washington courts, court facilities and court systems will be open and accessible to all participants regardless of cultural, linguistic, ability-based or other characteristics that serve as access barriers.*

With more than one court filing for every three citizens in Washington, vast numbers of people are served by our courts. The SC-CMS project will assist in making Washington court data available to all, whether to a judge during a trial or to the public by removing the need to travel physically to a court location for information. SC-CMS in particular will increase access to court information, reduce delays, and enhance efficiency in the courts.

Measure Detail

Impact on clients and service

In addition to serving as the statewide court case management system, the existing Judicial Information System (JIS) provides essential information to several state agencies, local law enforcement agencies, prosecutors, criminal justice partners, and the public. The JIS is also responsible for accurately tracking, recording and distributing over \$240 million per year in state and local revenues (excluding restitution and other "trust" monies).

Implementation of a new calendaring and case management system in courts of limited jurisdiction will provide:

- Enhanced data sharing capabilities.
- Cost avoidance through the elimination of redundant data entry.
- Error reduction through training, standardization of business practices, and value-limited data entry fields.
- Flexibility to meet new and emerging business needs
- Improved tracking and analysis capabilities.

Impact on other state services

Other state programs will benefit through enhanced efficiency and effectiveness. AOC and courts exchange information and depend on the systems of other agencies. We provide essential information to the Washington State Patrol, Department of Corrections, Office of the Secretary of State, Sentencing Guidelines Commission, Department of Licensing, local law enforcement agencies, Federal government, prosecutors and defense attorneys.

Relationship to Capital Budget

None

Required changes to existing Court Rule, Court Order, RCW, WAC, contract, or plan

None

Alternatives explored

Not applicable

Distinction between one-time and ongoing costs and budget impacts in future biennia

Costs identified in this request will continue into future biennia.

Effects of non-funding

- Delay or elimination in productivity gains made by replacing legacy software.
- Loss of operations with the risk of old mainframe system issues
- Additional functionality would not be incorporated into the legacy system.
- Maintenance costs will continue to increase.
- Individual courts will pursue stand-alone systems, thereby further fragmenting the system and increasing costs statewide.

Expenditure calculations and assumptions and FTE assumptions

Cost calculations and assumptions are based on working assumptions from the SC-CMS project which is about three (3) years ahead of the CLJ-CMS project. Project management has developed a staffing plan with the contract costs based on AOC's experience with the SC-CMS vendor (Tyler Technologies, Inc.). There is no commitment that Tyler will be the chosen vendor for the CLJ-CMS procurement.

Object Detail	FY 2016	FY 2017	Total
Staff Costs	\$ 1,214,000	\$ 1,240,000	\$2,454,000
Non-Staff Costs	\$ 75,000	\$ 1,900,000	\$1,975,000
Total Objects	\$ 1,289,000	\$ 3,140,000	\$4,429,000