IT Governance Process Flow

Step 1 (Initiate)

Using the IT Governance website, anyone can initiate a request to be endorsed. All requests initiated go to an endorsing group

Initiate Request
Request 1

Initiate Request
Request 2

Initiate Request
Request 3

Initiate Request
Request 4

Initiate Request
Request 5

Initiate Request
Request 6

Step 2 (Endorse)

A request only goes to 1 Endorsing Group. The initiator of the request chooses an Endorsing Group. The Endorsing Group decides if it's a good request to move forward in the process

Endorse Request
(14 Endorsing Groups)

Each Request goes to only 1 group

- Supreme Court
- Court of Appeals Exec Committee
- Superior Court Judges' Association
- Washington Association of County Clerks
- Association of Washington Court Administrators
- Superior Court Judges' Association Family & Juvenile Law Committee
- Washington Association of Juvenile Court Administrators
- District & Municipal Court Judges' Association
- District & Municipal Court Management Association
- Misdemeanant Corrections Association
- AOC (outside courts)
- Data Dissemination Committee
- Data Management Steering Committee
- Codes Committee

Step 3 (Analyze)

AOC performs a ballpark analysis using subject matter experts. Once analysis is completed, and costs and resources are known then the Endorsing Group must confirm their endorsement in order to move to Step 4

AOC
Analyze Request

Step 4 (Recommend)

The request along with its analysis goes to the specific Court Level User Group (CLUG) that the request impacts, or if there are multiple courts impacted, or no courts impacted, it goes to the Multi-Court Level User Group (MCLUG)

Recommend
Request for Approval
Superior Court Level User Group

Recommend
Request for Approval
Appellate Court Level User Group

Recommend
Request for Approval
CLJ Court Level User Group

Recommend
Request for Approval
Multi-Court Level User Group & AOC

Step 5 (Schedule)

JISC approves and prioritizes requests from all the different Court Level User Groups. If the request is small in dollar amount, it doesn't have to wait for next JISC meeting - it can be approved using the JISC delegation matrix.

JISC
Schedule/Approve Request

Delegation Matrix $

JISC has final approval authority on all IT requests, even those delegated using the Delegation Matrix

AOC Administrator

AOC CIO