



For questions about the JIS Roadmap, please contact:

Tim Bates
ISD Director

Stephen Comfort-Mason
ISD Deputy Director

Dennis Longnecker
Deputy Director of Infrastructure and Services Management

Jody Graham
Project Management Office

Jennifer Creighton
Information Access

Brian Lonardo
Data Integration

Celeste Maris
Applications Maintenance

Kirby Tingle
Network and Operations

Randy McKown
Manny Najarro
Information Systems Projects

Administrative Office of the Courts
360.753.3365
www.courts.wa.gov

Questions about this newsletter?

Jayne Taylor
360.704.4027
jayne.taylor@courts.wa.gov

Inside this issue:

Core CMS POC... 1, 2

Rumor Control... 3

JIS Governance Updates... 3

JIS Roadmap Bulletin

A monthly newsletter keeping the court community and justice partners informed on the modernization of Washington State's Judicial Information System

Eighth Edition

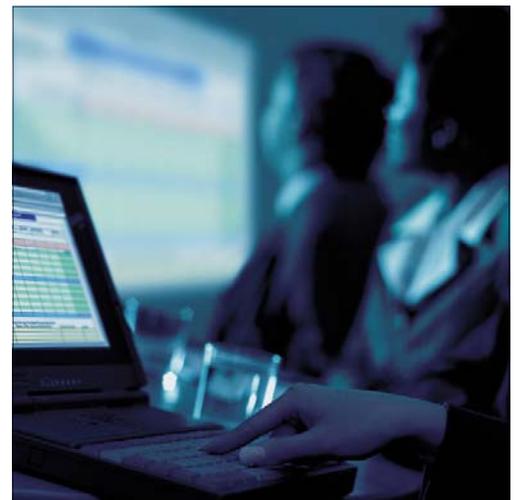
May 2007

Core Case Management System: From Concept to Reality

The planning for the procurement of a statewide case management system (CMS) has been underway for nearly two years. Thanks to dedication and perseverance from the court community and the staff of the Administrative Office of the Courts (AOC), the first leg of the JIS Roadmap—the procurement of a statewide CMS—is almost complete.

“This effort started nearly two years ago, and the finish line is definitely in sight,” said Manny Najarro, AOC Core CMS project manager. “This project requires the court community and AOC staff to work together to find a product and an implementation strategy that will best fit the needs of Washington courts. Court personnel involved in the procurement activities have stepped up and taken ownership in the project; they want it to succeed.”

Currently, the Core CMS project is in the Proof of Concept (POC) phase. This portion of the procurement is broken into three distinct phases, or weeks, which run from April 30-June 4. The most notable facet of the POC is the required collaboration between all court levels—appellate, superior, juvenile and courts of limited jurisdiction—and AOC staff who have been tasked with technical and professional evaluation duties. Once the POC is complete, evaluators will have contributed thousands of hours to this monumental task.



Vendor finalists will be on site at the AOC offices in Olympia from April 30-June 4 installing their software product(s) and demonstrating their professional and technical abilities.

POC Week 1—Two Rounds (April 30-May 4, May 14-18)

The first week of the POC is designed to evaluate the vendor finalists' proposed software and technical abilities. To do this, vendors were required to install their software in a computer laboratory setting at the AOC offices in Olympia. Vendors also configured their installed software based on a set of pre-defined tasks.

Week 1 activities were scored on a pass/fail basis by AOC technical staff. Specific goals

(Continued on page 2)

of these activities include:

- The successful installation and configuration of a case management system in the baseline laboratory environment;
- Clear and concise implementation steps and documentation;
- Verification and demonstration of previous responses to technical questions posed in the RFP; and
- Evaluation of technical capabilities.

POC Week 2—Two Rounds (May 7-11, May 21-25)

The second week of the POC is designed to test the proposed software's capabilities by processing sample cases. Finalists who pass the case processing activities are then required to present their proposed software to the court staff evaluators. Cases, representing each level of court, were chosen to be scored, and include: civil, criminal felony, criminal traffic, juvenile dependency, appeals and domestic. This is important because the AOC's business analysts will play a pivotal role in integration of the new CMS.

Week 2 activities are scored on a pass/fail basis. The purpose of these activities is to get AOC business analysts familiar with the proposed software through observation and direct interaction with the vendor finalists, assessment of the finalists' ability to load court case data, configure their software, evaluation of the finalists' ability to process and produce cases, and product demonstrations. AOC staff will facilitate and perform the evaluations.

POC Week 3 (May 29-June 4)

The third week of the POC is designed to demonstrate the software's usability features and to test the finalists' proposed software capabilities by having them complete a pre-defined set of cases for processing and a set of pre-defined user scenarios. The user scenarios include, but are not limited to: person/participant, accounting, high volume data entry, busy front desk, judicial officers, in-court processing, court/case manager, scheduling and tracking of resources and events, and levels of access.

Most importantly, Week 3 will evaluate the proposed software's ability to support the capabilities desired by Washington courts as stated in the Core CMS RFP mandatory requirements. AOC business analysts will facilitate Week 3 activities while appointed court user representatives will conduct the evaluations.

Throughout the POC, vendors will also be evaluated on their performance and ability to meet the professional services and technical criteria as stated in the Core CMS RFP. This will be done by AOC staff with input from court staff participating in Week 3 activities.

Next Steps

Once all the POC activities are complete, scores will be compiled and aggregated and a final recommendation of the apparently successful vendor will be given to the Core CMS Steering Committee. The Core CMS Steering Committee will make its recommendation to the Judicial Information System Committee (JISC) on June 29.

Once an apparently successful vendor is approved by the JISC, contract negotiations will begin. Negotiations are planned to be completed on July 16, 2007.

For questions related to the Core CMS procurement or POC activities, please contact Farrell Presnell, RFP Coordinator, at c.presnell@courts.wa.gov or 360.705.5239.

“The court personnel involved in the procurement activities have stepped up and taken ownership in the project; they want it to succeed.”

Manny Najarro, Core CMS Project Manager



Rumor Control

Designed to dispel rumors and answer questions related to the JIS Roadmap Projects

Welcome to another edition of Rumor Control! This month's question comes to us from Grant County in response to the eTicketing article in last month's edition of this Bulletin:

“Will the new Case Management System and the eTicketing process be disconnected from one another? Or, will the new CMS be developed to streamline the eTicketing process?”

Randy McKown, project manager for the eTicketing project, answers:

“The new Case Management System will have Application Programming Interfaces (APIs), which are essentially plug-in connections that allow software to talk with and get information from another third-party system. These APIs will allow the eTicketing process to be integrated with the new Case Management System.”

Do you
have a
question
that needs
“Rumor
Control?”



E-mail questions to:
jisroadmap@courts.wa.gov

JIS Roadmap Governance Updates

A look at committee decisions and action items related to the JIS Roadmap

- **JIS Committee (JISC)**

The JISC met Friday, April 27 at the AOC SeaTac facility. Highlights of the meeting included a JIS Roadmap Project Assessment from Gartner Consultant Richard Flowerree, a legislative update and committee reports from the Data Dissemination Committee, and the Data Management and Core CMS Steering Committees. The next JISC meeting will be Friday, June 29 from 10:30 a.m. to 12 p.m. at the AOC SeaTac Facility.

Once approved at the June meeting, the April minutes will be available on the Washington Courts Web site: www.courts.wa.gov/jis/?fa=jis.ShowMeetingInfo.

- **Data Dissemination Committee**

Data Dissemination Committee members met Friday, April 27 at the AOC SeaTac facility. Committee members discussed important issues regarding the public display of protection orders and execution dockets in JIS.

Once approved at the June meeting, April minutes will be available on the Washington Courts Web site: www.courts.wa.gov/committee/?fa=committee.home&committee_id=75. The committee's next regularly scheduled meeting is Friday, June 29, from 9-10:30 a.m. at the AOC SeaTac facility.

- **Core Case Management System (CMS) Steering Committee**

The Core CMS Steering Committee will meet Friday, May 25, from 9 a.m. to 12 p.m. at the AOC SeaTac facility, to discuss the implementation timeline and logistics of the highly anticipated case management system.