



**DATA MANAGEMENT STEERING COMMITTEE**  
**THURSDAY, DECEMBER 16, 2010**  
**9:30 A.M. – 12:00 P.M.**  
*AOC SEATAC OFFICE, SEATAC OFFICE CENTER*  
*18000 INTERNATIONAL BLVD., SUITE 1106, SEATAC*

## **AGENDA**

### **1) Call to order**

- a) Introductions
- b) Approval of September 16, 2010 minutes
- c) Review action items

### **2) Enterprise Data Warehouse Update**

- a) EDW Monthly status report
- b) Decision Point: endorsement of revised accounting proposal

### **3) Data Exchange Update**

- a) VRV DX status update
- b) Superior Court DX status update

### **4) Master Data Management**

- a) Introduction of Data Governance Program

### **5) Next Steps / Motions / Decisions**

### **6) Future Meetings**

- January 20, 2011                      9:30 a.m. – 12:00 p.m., Conference Call
- February 17, 2011                    9:30 a.m. – 12:00 p.m., Conference Call
- March 17, 2011                        9:30 a.m. – 12:00 p.m., Conference Call

### **Attachments**

September 16, 2010 Draft Minutes  
Enterprise Data Warehouse Monthly Report  
Accounting Data to the Data Warehouse (revised)  
Vehicle Related Violations DX Monthly Status Report  
Superior Court DX Monthly Status Report



WASHINGTON  
COURTS

## DATA MANAGEMENT STEERING COMMITTEE (DMSC)

Thursday, September 16, 2010

9:30 A.M. TO 12:00 P.M.

**CONFERENCE CALL #:** (360) 407-3780 pin # for participants: 354377#  
pin # for AOC: 362668#

### DRAFT - MEETING MINUTES

**Members Present:** Rich Johnson, Chair, Larry Barker, Judge Scott Bergstedt, Jenni Christopher (for Carl McCurley), William Holmes, Lynne Jacobs, Frank Maiocco, Cynthia Marr, Barb Miner, and Siri Woods.

**AOC Staff:** Jennifer Creighton, Kathy Wyer, Kevin Ammons, and Kathie Smalley.

#### Call to Order

Introductions were made, and the July 15, 2010 Meeting Minutes were approved as submitted.

#### Previous Action Items Review

- AOC completed analysis of accounting information to the data warehouse.
- Mr. Johnson reported on discussions he had with Vonnie Diseth and other AOC staff about the IT Governance structure and the decision to move forward with the request to “add accounting information to the data warehouse.” The JISC voted in August to include the three JISC subcommittees; Data Management Steering Committee, Data Dissemination Committee and Codes Committee as Endorsing Groups to the IT Governance process. Additionally, the JISC also voted to re-structure the 4th Recommending Group (previously “AOC Recommending Group”) into a Multi-Level Court User Group with the chairs of the three JISC subcommittees serving on the group along with court level representatives from the Courts of Limited Jurisdiction, Superior Courts, Appellate Courts and AOC. It was also decided that the three JISC subcommittee chairs would serve their court role on the group as well. This new “Multi-Level Court User Group” will handle IT requests that have an impact on more than one court level or are external to the courts (from outside agencies, etc.).

(Note: please see attached materials for an overview of the new governance process.)

#### Open Action Items

- o Jennifer Creighton will coordinate a meeting with a group of CLJ and Superior Court representatives to discuss the AOC’s analysis of accounting data in the warehouse and to determine any areas that may be trimmed back, or compromises made, etc., to be resubmitted for a secondary analysis by AOC. **(due October 21, 2010)**
- o Kathy Wyer and Lynne Jacobs will work on facilitating communications with the target courts to determine their status of operational readiness and the specific status of the vendors for each. **(due October 21, 2010)**
- o Kathy Wyer will capture the issues associated with the Imaging piece of the SC DX and send to Rich Johnson for review. The project team will review the report produced by the user work group and provide an additional assessment and analysis on it. **(due October 21, 2010)**

## **Enterprise Data Warehouse (EDW) Update – Jennifer Creighton**

### *EDW Monthly Project Status Report*

Jennifer reported the project is currently in maintenance mode, with the team having spent the majority of time working on the juvenile court data mart (the JCS information for case management). Originally built as separate data marts for the detention and referral data, it wasn't working for the courts, so a lot of time has been expended going back and merging those two universes together, along with continuing to provide support to the courts.

Jennifer also noted that the juvenile departments are moving to the use of PACT software which comes with its own data mart and will be adding the risk assessment data to the AOC's data warehouse (via the vendor).

Larry Barker commended Jennifer and the data warehouse team on the amount of completed projects being accomplished in that arena.

### *Analysis of IT Governance Request #009 – Kevin Ammons*

Committee members expressed disbelief concerning the high hourly estimate for the Court Education piece of the analysis. Mr. Ammons explained that the numbers were due to the determined need to train Court Education staff in financial and accounting matters to provide the expertise necessary to train the court users, and documenting that as well. Jenni Christopher added that it was also due to the complexities of accounting and the training that would be involved, and that it could not be underestimated.

After lengthy discussion, the committee decided the AOC's analysis was overarching and should be scaled down. That rather than supplying information that the courts could query independently, there could be a minimum number of canned reports made available, or separating out the work to be done by the different domains (i.e. accounts receivable, accounts payable) in phases. The committee agreed more analysis with regard to priorities was required.

**ACTION ITEM:** Jennifer Creighton will coordinate a meeting with a group of CLJ and Superior Court representatives. (see *Open Action Items*)

### **Data Exchange Update – Kathy Wyer**

Rich Johnson introduced Kathy Wyer, taking over as the project manager of the Vehicle Related Violations Data Exchange (VRV DX) and the Superior Court Data Exchange (SC DX). Ms. Wyer noted that the changeover has resulted in some schedule slippage in order to get up to speed with everything being done on the projects.

#### *Vehicle Related Violations Data Exchange (VRV DX) Status Update*

Ms. Wyer reported that the VRV DX is moving forward, on time and on budget, and the AOC is currently doing performance benchmark testing with the Department of Information Services (DIS). Following that will be completing the technical documentation, programmer's and deployment guides, for AOC, DIS, and other potential customers. Mr. Johnson noted that a critical "Go/No Go" date is approaching and requested communication with the Administrators of the target courts regarding Operational Readiness. **ACTION ITEM:** Kathy Wyer and Lynne Jacobs will work together to facilitate that communication with the target courts and vendors. (see *Open Action Items*)

### *Superior Court Data Exchange (SC DX) Status Update*

Ms. Wyer reported the SC DX project was currently running approximately 4 to 5 weeks behind schedule. Some of the requirements around Imaging have changed and the imaging company (Liberty) was bought out by OnBase, changing some of the parameters and adding keystroke (which was unacceptable to the clerks). **ACTION ITEM:** Mr. Johnson requested that Ms. Wyer capture the issues that are associated with the imaging component of the SC DX and send to him to see if it makes sense. Siri Woods added that there was a work product from the user group the committee had not seen and Mr. Johnson stated there should be some assessment or analysis from the project team with regard to what that document means and that the combination of those two things would provide the foundation for the committee's further discussion of what to do about it. It may be that the order of the Imaging piece needs to be rearranged so as not to delay the Docketing and Calendaring pieces. (*see Open Action Items*)

Ms. Wyer also reported that the AOC team is in the middle of pulling together the technical architecture for the Calendaring and Docketing, and is working with Kitsap as a pilot. Another communications effort will be involved with informing Pierce County about what the AOC needs to work with them and their technical staff, and with regard to the duplicate data entry factor. Mr. Johnson stated that the SC DX for Pierce County (both Docketing and Calendaring) had to be up and running before rolling out any other systems, and that he is currently working on the resource issues with getting them ready to go once it's built.

#### **Next Steps / Motions / Decisions**

- Once Mr. Johnson has the Imaging Work Group's work product, along with the supplemental analysis from AOC, he will distribute that to the committee.
- Mr. Johnson will follow up with Jeff Hall and Kevin Stock (Pierce County) to work on resolving the issues in Pierce County's ability to implement the exchange once it is ready, and to end the double data entry.

Meeting adjourned 11:35 a.m.

#### **Future Meetings**

- October 21, 2010, 9:30 a.m. – 12:00 p.m., Conference Call
- November 18, 2010, 9:30 a.m. – 12:00 p.m., Conference Call
- December 16, 2010, 9:30 a.m. – 12:00 p.m., Conference Call



# AOC Monthly Status Report

Reporting Period Through: **December 8, 2010**

**PROJECT NAME:** Enterprise Data Warehouse Maintenance

**PROJECT MANAGER:** Jennifer Creighton

**PROJECT STATUS:** Green

**G**

**DESCRIPTION:** The Enterprise Data Warehouse (EDW) team supports the ongoing maintenance of the EDW, including keeping the applications up to date and completing approved requests for changes which are less than 300 hours to complete.

**SUCCESS CRITERIA:**

- Maintain the Enterprise Data Warehouse so it continues to provide timely, accurate, and complete information for the courts.
- Implement change requests on a timely basis.

**MILESTONES:**

Deliverables	Status	Planned End Date	Revised End Date	Actual End Date
Support courts with queries and reports.	Green	Ongoing		
Respond to system errors and down time.	Green	Ongoing		

**THIS REPORTING PERIOD:**

- Data dissemination and e-service requests, including working with the Washington State Patrol and Washington Traffic Safety Commission.
- Added a variety of “helpful date” objects which users can utilize to create reports that run based on relative dates (for example, the first day of previous week to last day of previous week). See [November 22, 2010 release notes](#).
- Added appellate transfer case information, including transfer court information and both transferred and originating case information. Also added event comment and case participant email data. See [November 17, 2010 release notes](#). Completed time-in-process listing report.
- Continued analysis of PACT reporting and working with Washington Center for Court Research (WSCCR) and Assessments.com to implement the juvenile risk assessment data mart.
- Began working on 2011 legislative sizing and impact analysis. This work will support AOC’s response to fiscal note requests and will continue through the end of the 2011 Legislative session.
- Continued work on the Data Governance, Data Quality, and Service Catalog transformation initiatives.

**NEXT REPORTING PERIOD:**

- Add DUI information to the superior court caseload data mart.

- Add additional participant types to public web search site for probate cases.
- Continue addition of vehicle and e-ticketing information in the CLJ data mart.
- Continue gathering business rules for inputting into the data quality tools. Attend training on the tools.
- Work with Assessments.com to create the logic to load juvenile risk assessment data into a new data mart.
- Continue work on Data Governance, Data Quality, and Service Catalog initiatives.
- Complete Office of Financial Management (OFM) cutover. Note: this will remain in the “new reporting” section until work has been completed by OFM. At this time, they have not provided an estimated date of completion.

**ISSUES:**

	<b>Issue</b>	<b>Resolution</b>
1	Hardware failure on October 21 caused delays in several activities, including upgrade of the software which moves data to the warehouse, the vehicle and e-ticketing development, and service pack testing.	Systems were reverted to backups and new hardware was installed. Configuration and build of tables in the new hardware is expected to be complete November 20. Verification of tables on the new servers expected to be complete by December 4.
2	UPDATE TO ISSUE 1: Problems in loading the data to the new hardware were encountered. Coupled with the resignation of one of the staff which worked on this, the data will not be reloaded by 12/4. New target date is 12/31.	Updates were made to the old tables to allow the e-ticketing and vehicle information work to move forward before completing the cut over to the new hardware.

**PROGRAM TEAM COMPOSITION:**

- 5 full-time AOC employees (3 Business Objects developers; 2 Data Warehouse developers)
- As needed AOC staff (testers, business analysts, data base administrators)
- As needed court users

**PROJECT PLAN:**

For more information on the Enterprise Data Warehouse, please contact Jennifer Creighton at 360-705-5310 or [Jennifer.Creighton@courts.wa.gov](mailto:Jennifer.Creighton@courts.wa.gov).

# Analysis of IT Governance Request #009 (REVISED)

## Add Accounting Data to the Enterprise Data Warehouse (EDW)

**Summary of Proposed Solution:**

The solution the Administrative Office of the Courts (AOC) proposes will provide the courts with better tracking of accounting information, enhanced budget and revenue forecasting, and better audit and operational reports. The solution shall provide accounting data in the data warehouse and create canned reports to provide the reporting capabilities specified in this request. The accounting data in the data warehouse would be refreshed at regular intervals, which would be defined during the course of implementing the project. Requirements for the reports would be developed in close collaboration with court staff to ensure that the outcome meets the business needs of the courts.

This project carries several risks that could impact the successful completion of the project. The risks include: a lack of accounting expertise among the AOC technical staff, the potential necessity of upgrading the infrastructure to accommodate the solution, and potential resource conflicts with other projects.

**Sizing:**

The following estimate is based upon the best available information and does not include cost or effort estimates for ongoing maintenance of the enhancement.

**This revised analysis has not yet been approved by AOC’s Operations Control Board. Some estimates may change slightly in the final version to be submitted to DMSC on December 16, 2010.**

AOC estimates that this project would require 15-18 months to complete. This is an estimate of the duration of the project from the date work would begin on the project until final implementation. Due to the size of this project, the actual time required to execute this project could vary from this estimate by plus or minus 5 months.

Group	Hours	Tasks
Court Education	200	Communication, documentation
Data Architect	32	Database design review of 10 tables in operational data store and statewide data repository
Database Administrator (SQL)	55	Building and loading ODS objects (15 hours) and overall system performance testing (40 hours)
Maintenance (JIS)	800	Support EDW in analyzing current system and data
MSD Fiscal	75	Contributing to requirements and SME
Data Warehouse	3113	See below
Quality Assurance	150	Testing of reports
Project Management	800	1/3rd FTE for length of project
<b>Total</b>	<b>5,355 hours (+/- 20%)</b>	

*AOC staff costs estimated average is \$50 per hour (composite AOC, not including benefits). Contractor staff generally costs \$120 - \$150 per hour.*

**Request:**

The purpose of this request is to move accounting data from the Judicial Information System (JIS) into the EDW. In addition, the request seeks the creation of several reports to meet the needs of both Superior Courts and Courts of Limited Jurisdiction (CLJ).

**Business Impacts:**

This request will provide the courts better tracking of accounting information, enhanced budget and revenue forecasting, and better audit and operational reports. This request will also enhance the ability of the courts to answer inquiries from other agencies regarding accounting matters. This enhancement will also eliminate the current timing restraints on certain reports from Judicial Accounting Subsystem (JASS).

**Proposed Solution:**

Accounting information available at person and/or case level detail was identified as the highest priority area by an accounting work group comprised of both superior court and courts of limited jurisdiction accounting personnel.

Additionally, it was determined that making the reports available, without ad hoc capabilities, would be acceptable for the initial accounting implementation. See Attachment 1 for a list of the identified reports.

Based on this user input, the following revised estimates have been completed.

**Assumptions:**

1. Will be implemented as a stand-alone universe.
2. CLJ and Superior modules will be developed in a single universe.
3. Subject matter experts (SMEs) (i.e., court resources) will be available to define requirements and reports.
4. Current case level security structure will be used. Security rules which consider roles, such as cashier, do not exist and time to develop additional security is not included in this estimate.
5. Current Governmental Accounting Standards Board (GASB) universe will be incorporated into new accounting universe.
6. Court staff will be available for requirements development sessions to guide creation of the requested reports.
7. The requirement for how often the data in the data warehouse will be refreshed will be defined during the project in collaboration with court staff.

**Risks:**

1. Analysis of current environment may show infrastructure upgrades are required to support the additional accounting data and users.
2. Potential impact of the "Natural to Common Business-Oriented Language (COBOL)" project on this project.
3. Potential impact of "Master Data Management (MDM)" project on this project.
4. Potential impact of new case management system on this project.
5. Current data warehouse developer staffing levels are inadequate to staff both the project and the maintenance of the existing warehouse.
6. Complexity of post-implementation customer support could be significant and sustained.
7. Many of the AOC resources that would be required for this project do not have expertise in accounting.

## **ATTACHMENT 1: REPORT LIST**

The following reports were identified by the work group as having the highest priority. In the warehouse, they will be configured as pre-defined reports that will run on demand. Court users will provide input parameters, such as date range or case type, when submitting a report request.

The following reports currently exist in JIS and/or SCOMIS and will be recreated as described above:

1. Interest accruals associated with A/R type
2. Remittance Summary by BARS codes
  - a. Detail
  - b. Exception Reporting
3. Accounts Receivable Report (ARR)
  - a. Detail
  - b. Summary
4. A/R Entered, Paid, and Outstanding
  - a. Detail
  - b. Summary
5. AR Adjustments Report
  - a. Detail Report
  - b. Exception Reporting
6. Case Financial History (CFH)
  - a. Detail
  - b. Summary
  - c. Exception Reporting
7. Cases with ARs Paid-in-Full Report
8. Payment Monitoring Report (PMR)
  - a. Detail
  - b. Summary

The following new reports were also identified. Detailed requirements for them have not been identified:

1. AR balance by type, AR and payment aging
2. Cases with finding date and A/Rs in potential status
3. Collection case information (limited to obligations)
4. Collection reports for parking cases
5. LFO Balance Report

**ATTACHMENT 2: Detailed Work Breakdown:**

Extract, transform and load (ETL) development (move data from production databases to data warehouse tables)

<b>Operational data store (from production to staging)</b>	<b>Estimated hours</b>
Add operational data store tables to ER Studio (approximately 44 source tables)	4
Submit for approval and attend design review meetings	8
Add operational data store tables to data mirror	1
Create change data capture views	8
Operational data store mappings (document and develop 44; migrate mappings to prod)	80
Testing (type test scripts and test initial load)	40
Change data capture testing	8
<b>Statewide data repository (from staging to warehouse)</b>	
Review report logic (approximately 12 reports)	512
Design target tables (estimated 35 new tables)	80
Universe changes and mockups	80
Add operational data store tables to ER Studio (estimated 35 new tables)	4
Submit for approval and attend design review meetings	8
Operational data store mappings (document and develop 35; migrate mappings to production)	600
Testing (type test scripts and test initial load)	80
Change data capture testing	8
<b>ETL SUBTOTAL</b>	<b><u>1512</u></b>

**Business Intelligence development (user interface and reports)**

Recreate 15 current production reports (requirements, code, test, implement)	567
Create 5 new reports (requirements, code, test, implement)	390
Universe design	192
Universe implementation	6
Universe testing	128
Report testing	318
<b>BI SUBTOTAL</b>	<b><u>1601</u></b>

**EDW DEVELOPMENT TOTAL** **3113**



# AOC Monthly Status Report

Reporting Period Through: **December 9, 2010**

**PROJECT NAME: Vehicle Related Violations Data Exchange**

**PROJECT MANAGER:** Michael Walsh

**PROJECT STATUS:** Yellow



**DESCRIPTION:** The Vehicle Related Violations (VRV) service will allow law enforcement agencies to submit electronic parking and other tickets along with attachments via JINDEX. These tickets will then be used to create a case within the JIS system and associate the ticket with the case. If the case already exists, and there is an exact match between the existing case and the ticket received, the system will associate the case and the ticket. During this process, the system will automatically create the necessary docket entries.

**SUCCESS CRITERIA:**

1. The outstanding Infrastructure Clean-up & System Optimization tasks from previous implementation have been evaluated, prioritized through collaboration between AOC and CodeSmart, and the highest priority tasks are completed.
2. Error handling improvement areas are clearly identified with expected outcomes explained and implemented into AOC environment.
3. End-to-end performance test shows measurable gains for increased capacity and load beyond the current 6.5K threshold for failure on inbound VRV transactions.
4. Error Glossary & Technical Documentation is updated.
5. Customer Portal is updated to provide high-level overview of VRV Data Services and requirements for eligibility.
6. Operational Support Model is outlined with updated SLAs and is available online.
7. VRV meets criteria for transition to AOC support operations and is ready to begin on-boarding pilot courts.

**MILESTONES:**

Deliverables	Status	Planned End Date	Revised End Date	Actual End Date
Project Initiation Phase	Complete	03/24/2010	03/29/2010	03/29/2010
Project Planning Phase	Complete	04/27/2010	05/12/2010	05/14/2010
Project Execution & Monitoring Phase	Green	11/1/2010	12/10/2010	
Project Closure (Vendor)	Green	11/19/2010	12/10/2010	

Deliverables	Status	Planned End Date	Revised End Date	Actual End Date
Pilot Program Readiness	Yellow	9/30/2010	4/11/2011	

**THIS REPORTING PERIOD:**

**Testing & System Optimization**

- Work is continuing on setting up the performance benchmark testing. This testing is required to validate the ability to withstand impact of increased volume.
- Completed the Final Test Acceptance report.

**NEXT REPORTING PERIOD:**

- Coordination with Records Management System (RMS) Project to track tasks and dependencies related to support of the VRV on-boarding process.

**ISSUES:**

	Issue	Resolution
1	Coordination with DIS for bringing on pilot courts. DIS has reported the RMS project will extend the on-boarding period for VRV Partners.	Revised dates for on-boarding:  <u>Group 1-Target on-board date April 2011</u> <ul style="list-style-type: none"> <li>• Issaquah Municipal Court</li> <li>• Kirkland Municipal Court</li> <li>• Lakewood Municipal court</li> </ul> <u>Group 2-Target on-board date May 2011</u> <ul style="list-style-type: none"> <li>• Fife Municipal Court</li> <li>• Tacoma Municipal Court</li> <li>• Lynnwood Municipal Court</li> </ul>

**PROGRAM TEAM COMPOSITION:**

- 3 part-time AOC employees, 2.5 full-time contractors
- As needed AOC staff (testers, business analysts, data base administrators)
- As needed court users

**PROJECT PLAN:**

For more information on the VRV Data Exchange, please contact Michael Walsh at 360-705-5245 or [michael.walsh@courts.wa.gov](mailto:michael.walsh@courts.wa.gov).

**PROJECT NAME: Superior Court Data Exchange**

**PROJECT MANAGER:** Bill Burke

**PROJECT STATUS:** Red



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**DESCRIPTION:** The Superior Court Data Exchange project will build and implement computer services and other infrastructure components to exchange data necessary for creation and maintenance of information in the Judicial Information System (JIS) database for the Washington Superior Courts. The project will produce a consistent, defined set of standards and standard technology solutions for sharing data between Judicial Information System (JIS) applications supported by the AOC and its customers (Courts and Justice Partners) to:

- Eliminate redundant data entry
- Improve data accuracy
- Provide real-time information for decision making
- Reduce support costs through a common technical solution for sharing data

**SUCCESS CRITERIA:**

This project will meet the following objectives with the Washington State Trial Courts (Superior Court) as the initial target:

- Set and define a technical foundation through implementing leading practice standards (industry recognized) for sharing data between third party systems.
- Build capability by defining and enabling reuse of existing AOC infrastructure investments following common industry standards based on a Service Oriented Architecture (SOA) approach.
- Develop and deploy targeted data services (data exchange / web services) focused on:
  - Retiring of current data sharing approaches including screen scraping as a method of integration with the Superior Court Management Information System (SCOMIS).
  - Enable query and update access to Superior Court Data for sharing data and eliminate the need for duplicate data entry by Superior Courts.
    - First Pilot Organization – Pierce County Superior Court
  - Enable third party integration support for common off the shelf vendor solutions or custom applications in use by Superior Courts.
    - Document Imaging - Enabling data sharing capabilities with courts that already have implemented off the shelf solutions for production use.
    - Calendaring - Enabling data sharing capabilities with courts that already have implemented off the shelf or custom-built solutions for production use.

- Define and implement a sustainable Operational Support Model that defines total cost of ownership for the entire life cycle of deployed and implemented Superior Court data services.

Project Success Criteria is defined as delivery of specific business capabilities, as follows:

- At the closure of Phase I: Detailed Analysis and Design:
  - The AOC has a complete list of business requirements as requested by the Customer workgroups (Courts).
  - The AOC has an established list of data services based on these business requirements, of which a solid architecture and technical design to support these services is documented, visible, and achievable in the Phase II project schedule.
- At the closure of Phase II: Implementation:
  - Superior Court data is available for both query and update using the nationally-recognized NIEM standard and SOA.
  - The AOC is able to fully deploy and implement new data services for sharing Superior Court data with local court technology solutions.
  - The AOC is operationally ready (plan, staffing, and budget) to support new data services.

#### MILESTONES:

Milestones Planned and Accomplished			
Milestone	Original Date	Revised Date	Actual Date
Deliverable #4.3a <ul style="list-style-type: none"> <li>• Technical Architecture As-Is (<b>Document Imaging</b>)</li> </ul>	08/09/2010	08/31/2010	08/31/2010
Deliverable #4b <ul style="list-style-type: none"> <li>• Technical Architecture To-Be</li> </ul>	08/09/2010	09/06/2010	09/10/2010
Deliverable #5 <ul style="list-style-type: none"> <li>• System Requirements &amp; Service Specifications</li> </ul>	08/30/2010	11/10/2010	11/19/2010
Deliverable #6 <ul style="list-style-type: none"> <li>• System Design Specifications</li> </ul>	11/20/2010	TBD	
Deliverable #7 <ul style="list-style-type: none"> <li>• Implementation Roadmap</li> </ul>	TBD	TBD	
Phase I Project Closure / Prepare for Phase II	TBD	TBD	

## THIS REPORTING PERIOD:

### BizTalk:

- SCDX BizTalk upgrade to 2010.
  - Purchase Order released for software and servers
  - Software configured in Contractor environment
  - Work has started on configuring the Developer environment

### Superior Court Data Exchange:

- Project is significantly behind schedule and over budget. Re-plan needed to perform the following:
  - Assess contractor's ability to implement solution
  - Coordinate with Pierce County on the development of a near-term plan to interface the LINX System to Superior Court Information System
  - Evaluate current requirements baseline and develop an estimated cost to complete
- Due to concerns about the contractor's performance, the contractor was directed to stand-down on all work until further notice.
- Completed the technical review of options for developing an interface between the Pierce County LINX System and the Superior Court Information System. Plan to schedule a meeting with Pierce County to discuss these options.

## NEXT REPORTING PERIOD:

- Meet with Pierce County to discuss and select an option for interfacing the LINX System to the Superior Court Information System.
- Evaluate contractor performance and assess ability to deliver a documented solution. Based upon the assessment, determine next steps.
- Begin developing an estimated cost to complete the project per the current requirements baseline.
- Begin developing a detailed project schedule and budget:
  - Near-term solution for Pierce County LINX System interface to Superior Court Information System
  - Begin developing a detailed schedule to project completion

## ISSUES:

	Issue	Resolution
1	Evaluating options to reduce the 20K hours estimated to redesign the COBOL and Natural software modules.	Evaluating an IBM tool that may enable the team to extract business rules and avoiding having to redesign these software modules.
2	Have encountered issues with configuring the BizTalk Business Analysis Module (BAM). Will need to engage Microsoft for support.	In-progress

**PROGRAM TEAM COMPOSITION:**

- 8 full-time AOC employees (5 App Developers; 1 Architect, 1 Server Admin, 1 PM)
- As needed AOC staff (testers, business analysts, data base administrators)
- As needed court users

**PROJECT PLAN:**

For more information on the Superior Court Data Exchange, please contact Bill Burke at 360-704-4024 or [Bill.Burke@courts.wa.gov](mailto:Bill.Burke@courts.wa.gov).