

Operational Area: Data Management

Jennifer Creighton, Data Management Manager

Includes: Database Unit, Development Unit, Data Warehouse Unit

Description: *The Data Management Section is comprised of three separate units:*

Data Warehouse Unit: The enterprise data warehouse is a repository of historical information that allows courts to query data for managerial and historical reporting. Case and person data is consolidated from SCOMIS, JIS, ACORDS, and JCS for reporting across all court levels. Court specific data marts provide users the ability to query information by specific court level. The information in the warehouse is accessed using a query tool called Business Objects XI (AKA BOXI). The ability to run queries and reports on historical information on court data provides business intelligence and insight into patterns, trends, issues and gaps in that data that can be used for research analysis, improvement of business functions, risk assessment and other business needs. Reports from the enterprise data warehouse can be run on demand or scheduled on a preset basis and the output can be sent to the desktop, or sent to an email address or a file folder making the information easy to share and obtain.

Development Unit: The development team is tasked with staffing active projects. They complete requirements analysis, coding, unit testing, and implementation to production of new applications. Work performed by the Development Unit is reported separately under the project(s) to which the staff is currently assigned.

Database Unit: The database unit provides a support role to the data warehouse team, the development team, and the operations section (legacy maintenance). They are responsible for reviewing and approving the design of underlying table structures, creating indices to improve performance, maintaining data dictionaries, providing review of proposed changes and additions to the database tables, and creating standards for the creation and maintenance of the databases.

Data Management Team: The data management team is comprised of individuals from each of the three units in the Data Management section. They have the responsibility of managing data from an enterprise perspective, including data quality and tracking compliance to data policies. Their activities are reported separately rather than repeating the work for each specific unit.

Activities Completed this Reporting Period	Impact/Value
Data Warehouse Unit	
<ul style="list-style-type: none"> ◦ PACT: implemented the reporting universe to allow juvenile courts to run canned reports; released the assessment report (first of eight defined for this project); trained Line 1 (aka Help Center) to field PACT calls 	<p>The juvenile courts have a rich database of criminogenic information on juvenile offenders. The PACT implementation gives the courts the ability to conduct real time queries on this data allowing them to better understand the needs of the youth they serve, more efficiently determine where to allocate resources, and continue to provide the most effective evidence based programs.</p>
<ul style="list-style-type: none"> ◦ Maintenance activities included: <ul style="list-style-type: none"> • Implementing demographics in the BOXI person table to improve query performance; • Universe maintenance to add new data elements in support of running automated reports. 	<p>Continual maintenance of the data warehouse improves response times, increases functionality of the warehouse, maintains the integrity of the data, and ensures the latest versions of related software are implemented.</p>
<ul style="list-style-type: none"> ◦ Accounting project: finished specifications for bond, journal voucher, adjustment, and accounts receivable tables; completed preliminary design of joint/several cross reference, case person obligation, and restitution recipient distribution scheduled tables 	<p>Adding accounting information to the data warehouse will provide:</p> <ol style="list-style-type: none"> 1. Better tracking of accounting information 2. Budget and revenue forecasting 3. Audit and operational reports 4. Ability to answer inquiries from other agencies
<ul style="list-style-type: none"> ◦ Responded to data dissemination requests, including WSCCR request for Division 1 duration statistics, CLJ clearance rates report for Thurston County District, report on orders and 	<p>Completing requests for information assists the courts in being more efficient in their work, aids research into a variety of issues by WSCCR and outside research organizations, provides information to the legislature</p>

rulings for the Supreme Court, sealed case report for the Department of Fish and Wildlife.	in their work to craft bills, and provides the courts and AOC with information regarding the efficiency and effectiveness of the judicial process.
◦ Presented session on statewide queries available in BOXI to the Clerks Association.	The Clerks have requested a presentation on BOXI, including the availability of reports, and how to use the reports to support their daily work and any potential clean-up work which may be required for the new case management system.
<u>Database Unit</u>	
◦ Completed data base design review requests.	The work of the database unit supports the ongoing maintenance and improvement of the courts' applications (JIS, SCOMIS, ACORDS, JABS, e-ticketing, etc.)
<u>Data Management Team</u>	
◦ Created work breakdown structure for data quality and data governance aspects of the INH.	The INH project will stand up the architecture designed to support the exchange of data between the existing databases and any databases a new, purchased application will bring.

Activities Planned for Next Reporting Period	Impact/Value
<u>Data Warehouse Unit</u>	
◦ PACT: release two additional reports	The juvenile courts have a rich database of criminogenic information on juvenile offenders. The PACT implementation gives the courts the ability to conduct real time queries on this data allowing them to better understand the needs of the youth they serve, more efficiently determine where to allocate resources, and continue to provide the most effective evidence based programs.
◦ Maintenance activities.	Continual maintenance of the data warehouse improves response times, increases functionality of the warehouse, maintains the integrity of the data, and ensures the latest versions of related software are implemented.
◦ Continue accounting prep work as time allows.	Adding accounting information to the data warehouse will provide: <ol style="list-style-type: none"> 1. Better tracking of accounting information 2. Budget and revenue forecasting 3. Audit and operational reports 4. Ability to answer inquiries from other agencies
◦ Respond to data dissemination requests.	Completing requests for information assists the courts in being more efficient in their work, aids research into a variety of issues by WSCCR and outside research organizations, provides information to the legislature in their work to craft bills, and provides the courts and AOC with information regarding the efficiency and effectiveness of the judicial process.
<u>Database Unit</u>	
◦ Support data base design review requests.	The work of the database unit supports the ongoing maintenance and improvement of the courts' applications (JIS, SCOMIS, ACORDS, JABS, e-ticketing, etc.)
<u>Data Management Team</u>	

◦ Continue work on the INH project.	The INH project will stand up the architecture designed to support the exchange of data between the existing databases and any databases a new, purchased application will bring.
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MONTHLY ISD REPORT

Approved Project: Vehicle Related Violations (VRVDX) Operational Readiness	Reporting Period: June 1 – 30, 2011
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Executive Sponsor(s) Data Management Steering Committee Rich Johnson, Chair of Committee	IT Project Manager: Michael.walsh@courts.wa.gov 360-705-5245 Consultant/Contracting Firm: NA
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Description: Vehicle Related Violations (VRV) was designed to automate the input and submittal of parking violations as received by local courts through local law enforcement agencies (LEAs). The VRV website provides a service for jurisdictions to get access to the technical information and data needed for them to setup and build data exchanges for use on the jurisdictions' side. The AOC has successfully implemented the VRV DX solution with Everett Municipal Court and is now preparing to execute the final two planning steps required before making VRV broadly available statewide. The final steps include collaborating with the Department of Information Services (DIS) to finalize the on-boarding steps required for LEA to send messages to DIS' messaging service which will in turn communicate with the AOC VRV services to consume the messages and process the tickets. The final step is to extend the pilot program to six additional municipal courts (Lakewood, Issaquah, Kirkland, Tacoma, Lynnwood, and Fife) prior to turnover for ongoing support and maintenance.

Business Benefits: The VRV Operational Readiness Project will prepare a solution for extended pilot use and eventual statewide implementation. The ongoing work will improve performance for the VRV pilot application with the goal of handling anticipated workload and transaction capacity, perform infrastructure cleanup and ensure optimal environment configuration for ongoing support and maintenance. The Customer Website for Data Services is ready for the extended pilot.

Business Drivers (place x in box)	Improve Decision Making <input type="checkbox"/>	Improve Information Access <input checked="" type="checkbox"/>	Improve Service or efficiency <input type="checkbox"/>	Manage Risks <input type="checkbox"/>
	Maintain the business <input type="checkbox"/>	Manage the costs <input type="checkbox"/>	Increase organizational capability <input checked="" type="checkbox"/>	Regulatory compliance or mandate <input type="checkbox"/>

JISC Approved Budget	Allocated (thru July 31st 2010)	Actual
	\$ 0.00 (Budget will be pulled from MSD)	\$0.00 (Budget will be pulled from MSD)

Current Status	Scope	●	Schedule	▲	Budget	●
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Status Notes: The project's PilotTest is full speed ahead. All three VRV Tier 1 pilot teams (Kirkland, Issaquah, and Lakewood) are in the execution phase of their integration projects. DIS is in the process of a reorganization but, through the Electronic Traffic Information Processing (eTRIP) Initiative Operations Support team, has made contact with the Tier 1 courts and has requested information for the purpose of assessing on-board readiness.

VRV Tier 1 is on target to meet the August 2011 DIS VRV on-boarding window. AOC is meeting regularly with project teams to review plans and focus on August implementation targets.

Tier 2 on-boarding partners (Tacoma, Fife, and Lynnwood) are tentatively planned for October 2011. Tacoma and Fife utilize the same vendor solution as Lakewood (RedFlex). Lynnwood uses the same vendor solution as Issaquah (ATS). Tier 2 partners are expected to leverage the work being done during the Tier 1 integration projects to accelerate their project integration efforts.

Progress (Update progress in % and fill in bar)	June - 35 % 	100%
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MONTHLY ISD REPORT

Project Phase (place x in box)	<input type="checkbox"/> Initiate	<input type="checkbox"/> Planning	<input checked="" type="checkbox"/> Execute	<input type="checkbox"/> Close
Schedule (use JISC approved plan dates if avail)	Planned Start Date: 3/22/2010		Planned Completion Date: 11/30/2011	
	Actual Start Date: 3/24/2010		Actual Completion Date:	

Activities Completed this Reporting Period (Indicate significant completions or ongoing work here for the reporting period only.)	Impact/Value (For each activity there should be a statement describing why we are doing and what the benefit or impact to the court community will be)
<ul style="list-style-type: none"> ✓ Distribution of JINDEX on-board readiness assessment forms to the Tier 1 partners 	As part of the RMS project DIS is creating a new release management process. The VRV Tier 1 partners will be the initial JINDEX customers to pilot the process.
✓	
Activities Planned Next Reporting Period (Indicate upcoming work here for the next reporting period only)	Impact/Value (For each activity there should be a statement describing why we are doing and what the benefit or impact to the court community will be)
<ul style="list-style-type: none"> ◦ Transition support responsibilities to operations/maintenance. 	Move the VRV data exchange services to the organizations that are resourced to support and sustain the business process.
<ul style="list-style-type: none"> ◦ Meet regularly with Kirkland, Issaquah, and Lakewood to track progress on their on-boarding integration activities and to maintain focus on the August 2011 schedule. 	We need to meet with these partners to focus on meeting the DIS JINDEX on-boarding windows.
<ul style="list-style-type: none"> ◦ 	

MONTHLY ISD REPORT

Approved Project: Records Management System (RMS)	Reporting Period: June 1 – 30, 2011
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Executive Sponsor(s) eTRIP – AOC Dirk Marler	IT Project Manager: Michael.walsh@courts.wa.gov 360-705-5245
	Consultant/Contracting Firm: NA.

Description: RMS allows Law Enforcement communities and courts broader business rules, additional message types, increase efficiency and highly accurate data by minimizing double data entry and improved process flows. This is a multi agency endeavor sponsored by eTRIP.

Business Benefits: RMS is a multi-agency state initiative that will benefit law enforcement agencies. The RMS project is a significant upgrade to JINDEX, the DIS data exchange service. AOC is impacted by the RMS project as we have two systems, eTicketing and VRV, which use JINDEX and are required to make modifications to support the upgrade.

Business Drivers (place x in box)	Improve Decision Making <input type="checkbox"/>	Improve Information Access <input type="checkbox"/>	Improve Service or efficiency <input checked="" type="checkbox"/>	Manage Risks <input type="checkbox"/>
	Maintain the business <input type="checkbox"/>	Manage the costs <input type="checkbox"/>	Increase organizational capability <input type="checkbox"/>	Regulatory compliance or mandate <input type="checkbox"/>

JISC Approved Budget	Allocated (thru July 31st 2010)	Actual
	\$ 0.00 (Budget will be pulled from MSD)	\$0.00 (Budget will be pulled from MSD)

Current Status	Scope	●	Schedule	■	Budget	●
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Status Notes:

The project successfully went into production on June 12th. Lessons learned were conducted and project manager is in the process of closing and archiving the documentation.

Progress (Update progress in % and fill in bar)	June - 99 %	100%
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Project Phase (place x in box)	<input type="checkbox"/> Initiate	<input type="checkbox"/> Planning	<input type="checkbox"/> Execute	<input checked="" type="checkbox"/> Close
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Schedule (use JISC approved plan dates if avail)	Planned Start Date: 3/22/2010	Planned Completion Date: 6/12/2011
	Actual Start Date: 3/24/2010	Actual Completion Date: 7/1/2011

Activities Completed this Reporting Period (Indicate significant completions or ongoing work here for the reporting period only.)	Impact/Value (For each activity there should be a statement describing why we are doing and what the benefit or impact to the court community will be)
✓ End-to-end system test	The PMs will be ready to review the User Acceptance test results, examines implementation readiness and make a go-no go decision

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<ul style="list-style-type: none"> ✓ The GO decision was made on June 8th 	<p>The allowed PMs to commit resources for the weekend deployment and implementation activities.</p>
<ul style="list-style-type: none"> ✓ Conducted lessons learned session 	<p>Allows the Project Manager to capture a retrospective view of the project and transfer the knowledge gained over the course of the project to prospective projects managers and stakeholders.</p>
<p>Activities Planned Next Reporting Period (Indicate upcoming work here for the next reporting period only)</p>	<p>Impact/Value(For each activity there should be a statement describing why we are doing and what the benefit or impact to the court community will be)</p>
<ul style="list-style-type: none"> ◦ Complete the project Closeout 	<p>Audit all project activities, archive completed work, transfer ongoing tasks and open issues to operations and maintenance, and dismiss the project staff to return to their other duties.</p>

MONTHLY ISD PROJECT REPORT

Initiative: Superior Court Data Exchange (SCOMIS DX)

JIS Operational Plan: (What Phase or Initiative)

Reporting Period: June 1 – 30, 2011				
Executive Sponsor(s) Data Management Steering Committee Rich Johnson, Chair of Committee	IT Project Manager: Bill Burke (360) 704-4024 bill.burke@courts.wa.gov			
Business Area Manager: Jennifer Creighton	Consultant/Contracting Firm: N/A			
Description: The Superior Court Data Exchange project will deploy a Data Exchange that will enable all local court information systems to access the Superior Court Management Information System (SCOMIS) and Judicial Information System (JIS) services via a web interface using a standard web messaging format. The project scope consists of deploying (60) Data Exchange services that will be available to all local court information systems.				
Business Benefit: 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: <ul style="list-style-type: none"> Eliminate redundant data entry Improve data accuracy Provide access to real-time information for decision making Reduce support costs through a common technical solution for sharing data 				
Business Drivers (please X box)	Improve Decision Making <input checked="" type="checkbox"/>	Improve Information Access <input checked="" type="checkbox"/>	Improve Service or efficiency <input checked="" type="checkbox"/>	Manage Risks <input type="checkbox"/>
	Maintain the business <input type="checkbox"/>	Manage the costs <input checked="" type="checkbox"/>	Increase organizational capability <input checked="" type="checkbox"/>	Regulatory compliance or mandate <input type="checkbox"/>
JISC Approved Budget		Allocated (Don't fill in)		Actual (Don't fill in)
		\$		
Current Status	Scope ●	Schedule ●	Budget ◆	
Status Notes: Sierra Systems price proposal for implementing the Superior Court Data Exchange exceeds JISC funding authorization. AOC project team is engaged to identify opportunities for reducing price.				
Progress : (bar is table cells, red is border to update)		April - 21% 100%		
Phase (what phase is project currently in)	<input type="checkbox"/> Initiate	<input checked="" type="checkbox"/> Planning	<input type="checkbox"/> Execute	<input type="checkbox"/> Close
Schedule	Planned Start Date: 5/15/2009		Planned Completion Date: TBD	
	Actual Start Date: 5/15/2009		Actual Completion Date:	
Activities Completed		Impact/Value		
✓ The AOC has completed the documentation defining the first (24) Superior Court Data Exchange web services. This documentation includes Business Capability documents, Data Model diagrams, data screen mapping spreadsheets and functional specifications.		The AOC is developing these documents so that each of the Data Exchange web services is fully defined. These documents will be used by the selected Vendor to define the scope & requirements of the Data Exchange development effort.		
✓ The web messaging team has completed (42) Interface Exchange Package Documents (IEPDs). The Soos Creek consultant reviewed these documents and		The IEPDs define the web message format between Superior Court Data Exchange and local court management information systems.		

MONTHLY ISD PROJECT REPORT

<p>has recommended some slight changes that will improve these documents and also result in a slight reduction in the amount of work required to develop.</p>	
Activities Planned	Impact/Value
<ul style="list-style-type: none"> ◦ Begin contract negotiations with Sierra Systems. 	<p>Finalize scope & price for development contractor engagement.</p>
<ul style="list-style-type: none"> ◦ Continuing work on developing the remaining (35) Superior Court Data Exchange functional specifications that define the sequence of SCOMIS and JIS screens and screen actions required to implement each Data Exchange service. 	<p>These specifications are needed to define the Jagacy development required to perform SCOMIS screen scraping.</p>
<ul style="list-style-type: none"> ◦ Continuing work on developing the remaining (17) Superior Court Data Exchange IEPDs for defining the web messaging formats for each of the Data Exchange services. 	<p>The IEPDs define the web message format between Superior Court Data Exchange and local court management information systems.</p>
<ul style="list-style-type: none"> ◦ Initiate discussion with the Pierce County LINXS team to implement LINX system changes required to interface to the Superior Court Data Exchange. 	<p>Pierce County will need to implement changes in the LINX system to interface to the Superior Court Data Exchange.</p>