DATA MANAGEMENT STEERING COMMITTEE (DMSC)

THURSDAY, AUGUST 18, 2011

9:30 A.M. TO 10:40 A.M.

CONFERENCE CALL #: (888) 850-4523

AOC CONF. ROOM: QUINAULT, BLDG. 1, FLOOR 2, RM #213

DRAFT MEETING MINUTES

Members and Alternates Present: Rich Johnson, Chair, Frank Maiocco, Cynthia Marr, William Holmes, Larry Barker

AOC Staff: Jennifer Creighton, Bill Burke, Pam Payne

Call to Order

Introductions were made. The April 21, 2011 Meeting Minutes were approved as submitted.

Previous Action Items Review

- Jennifer Creighton will send the list of the previous Accounting Project work group members to DMSC members for review and match up with skill sets for the implementation work group.

- Bill Burke will establish a SCDX website accessible from the Inside Washington Courts for posting SCDX documentation.

- Bill Burke will communicate with DMSC members on skill sets desired for evaluating the development contractor RFP proposals.

- DMSC members will provide a list of names for the SCDX Work Group to Bill Burke by May 6.

  Bill Burke reported – meetings have started with Pierce County as they are the first interface. These meetings are critical as they confirm the web services being developed can truly be used by a remote system.

  Rich stated during the previous meeting the committee agreed to establish a workgroup. It would benefit the committee to have more superior court involvement than just Pierce County. Bill Burke responded that he has a list of names, people who would be interested in supporting the workgroup. Bill will schedule a preliminary meeting with everyone to discuss the scope and exchange information that will be useful on both sides.

  Rich reminded the committee the purpose would be to get a constituent group of superior court members engaged. Feedback from Judge Wynne – questions have been raised about what is being done, i.e. there is no calendaring function in the data exchange (is this known, is this a problem). This shows the expectation that people are unclear as to what is going to be included and what the outcome will include.

This workgroup would be a good resource to communicate to others what is going on. Rich asked for feedback from committee members:

Frank Maiocco commented there is interest from Spokane, King County, Kitsap - all being interested in participating in the workgroup.

William Holmes commented the importance for the juvenile courts to be included in shared data opportunity.

Rich suggested that Bill distribute the names for the workgroup and that this topic be added as an agenda item for the next meeting – and the discussion can be centered around what role the workgroup will play.

Open Action Items

- Mike Walsh to send summary of VRV meeting.
- Bill Burke to distribute the information on the ten (10) SCDX web services that will be delivered with SCDX Production Increment 1.
- Bill Burke to provide the preliminary list of members of the SCDX Working Group and a recommendation of the role of this group in supporting the SCDX project at the next DMSC meeting.

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

EDW Monthly Project Status Report

Jennifer reported that work continues on maintenance and working on the PACT project. The PACT project is falling behind due to some vendor issues. Sarah Veele-Brice is working with the Juvenile Court Administrators to help the vendor with meeting their deliverables. Jennifer shared this is a data mart, with juvenile assessment data; they have some standard reports that have been developed. What is still being worked on is the historical information from the Back on Track system – so they can do ad hoc queries and create reports on their own. William Holmes asked who from WAJCA is working with Sarah; TJ Bohl.

Jennifer also reported that the time frame for this project is narrowing. Jennifer communicated to Sarah and the project team that as of September 1, 2011 this takes a backseat to the Accounting project. Work will continue to completion, but it will not be a priority.

Accounting Project Status Report

Jennifer reported that included in the materials are the draft project charter, a list of workgroup members and the beginning of a work breakdown structure. Rich asked what will be expected from the DMSC on this project. Jennifer responded that this is phase one of the original request and the workgroup will come back to the DMSC to determine next steps.

The kick off meeting is scheduled for September 13. The members will review the charter, the work breakdown structure, and the 11 reports that have been identified as composing the scope of this project. The group will prioritize the 11 reports and then the development team will start working on them.

Data Exchange Update –

Vehicle Related Violations Status Update – Jennifer Creighton for: Mike Walsh

Jennifer reported the RMS project was completed the middle of June. This freed up DIS resources for on-boarding VRV courts. DIS has a new release process they are trying to implement; the tier 1 courts will be the first customers to go through the process. Mike Walsh will provide a separate update on the outcomes of his meeting with DIS and the tier 1 courts that is happening concurrently with this DMSC meeting.

Superior Court Data Exchange (SCDX) Status Update – Bill Burke

Mr. Burke reviewed the July Superior Court Data Exchange (SCDX) project status report and stated that the SCDX project will need at least an additional $1M to complete the project. This additional funding is being driven by the complexity of implementing the web services and by contractor uncertainty in the amount of work this implementation will require. The project proposes to proceed with the implementation of Production Increment 1 that can be completed with current authorized funding. Following the completion of this increment, the contractor and AOC will have a significantly better understanding of the costs to complete the remaining increments and will request additional funding at that time. This information was presented to the JISC on August 5 and the JISC approved moving forward with SCDX Production Increment 1. Mr. Burke also stated that the AOC was in final contract negotiations with Sierra Systems, as the apparent selected contractor, to complete the SCDX.

Mr. Burke also presented an SCDX project summary that defined the general scope and design considerations for the SCDX. The SCDX is intended to support an interface between any local Superior Court Management Information System and SCOMIS/JIS. While the Pierce County LINX system is the first system that will use the SCDX, the SCDX is being designed to support multiple local court systems concurrently. In addition, the initial (59) web services that are being delivered with this project were selected in order to enable local court systems to transmit court case information mandated by State statute to the State Data Repository. Additional web services can be added to the SCDX in future projects based upon the business needs of the Superior Courts.

Next Steps / Motions / Decisions

- None

Meeting adjourned at 10:40 a.m.

Next Meeting

- September 15, 2011, 9:30 a.m. – 12:00 p.m., TBD