



DATA MANAGEMENT STEERING COMMITTEE (DMSC)

THURSDAY, MARCH 19, 2009

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

SEATAC FACILITY, 18000 PACIFIC HIGHWAY SOUTH, SUITE 1106, SEATTLE, WA 98188

APPROVED MEETING MINUTES

Members Present: Rich Johnson, Chair; Larry Barker; Jenni Christopher (for Carl McCurley, by Phone); William Holmes (by Phone); Frank Maiocco; Barb Miner (Alternate); Chuck Ramey; Judge Brian Tollefson (by Phone); and Siri Woods.

AOC Staff: Jennifer Creighton, Randy McKown, and Kathie Smalley.

Call to Order

Meeting called to order at 9:35 a.m.; introductions were made. The February 19, 2009 meeting minutes were approved as written.

Please note a new format to record "action items." They will now be called AR's. **AR**=Action required. The person(s) responsible to complete will be listed next to the item needing follow up.

Previous Action Items from 2/19/09 meeting:

Washington State Center for Court Research's (WSCCR) New Concept Overviews (NCOs) provided to DMSC. **Completed on 3/13**

List of Enterprise Data Warehouse (EDW) Maintenance Activities provided to DMSC. **Completed on 3/13**

Accounting and Juvenile Risk Assessment Feasibility Study documents provided to DMSC. **Completed on 3/13**

Open from previous meeting(s):

AR-Randy-the web portal (address), for information about data exchanges, is expected to be up and running sometime in April, before the Vehicle Related Violations (VRV) Data Exchange (DX) is operational.

AR-Rich-send congratulatory letter to Randy McKown re: VRV DX Project, and cc Gregg Richmond.

AR-Randy-provide template for the Imaging DX requirements to Barb Miner and Siri Woods.

AR-Barb & Siri-after receiving requirements template above, identify participants for the work group.

JISC Update – Rich Johnson

The next JISC meeting is 3/20/09 to identify priorities and to discuss the option of a feasibility study. **AR-Rich**, ask JISC how the courts can get back to requesting enhancements/upgrades to the JIS systems.

Modernize and Integrate Planning Update – Randy McKown

Ernst & Young continues in the first phase of putting together a plan for AOC moving forward, with emphasis on Commercial Off the Shelf (COTS) and if required to customize, use the Service Oriented approach to everything and prioritizing.

Enterprise Data Warehouse Update – Jennifer Creighton

Monthly Status Report

Business Objects experts visiting AOC next week to help identify issues with performance, and to try to find resolution. **AR-Jennifer**-flag this item as Yellow in the status report and discuss BOXI experts' status report at next DMSC meeting.

Accounting Project Feasibility & Juvenile Risk Assessment Project Feasibility Documents

AR Jennifer, with Barb & William assisting-add more descriptive content to the Rationale sections, Estimation of Benefits in the Solutions; showing a duration/timeline, average hourly costs, and a total cost for both documents.

Statewide Data Repository (SDR)

The SDR contains information on all cases in the state and will allow for WSCCR and other AOC staff to query against that without having to go through Information Access for it, thus freeing up resources. Development is complete, and is currently waiting to be tested.

WSCCR's New Concept Overviews

Automated Courts of Appeals Ready Case Report NCO.

Juvenile Detention Data Repository NCO-Some pilot courts have been given money from the Annie E. Casey Foundation for a Juvenile Detention Alternative Initiative project, and they're requesting AOC pull all of the data from different programs into one place for them.

- The DMSC does not want a Project Feasibility document done on either of the above NCOs.

Maintenance Activities

The committee reviewed and discussed the list of EDW Maintenance Activities.

Data Exchange Update – Randy McKown

VRV DX Monthly Status Report

Several items marked Yellow due to plan date changes pushing the timeline out about 2-4 weeks. The project is proceeding well and AOC expects to be able to receive a parking ticket from Everett week of 3/23-27. There are three Change Orders with the project, with an additional \$71,000 price tag and 2 week extension to the contract that will be wrapped into one amendment. Must be approved by Chief Justice and Legislature before moving forward with these Change Orders.

One of the Cayzen deliverables is to provide documentation on how to use this data exchange. This will tie into the web portal where courts can go in and see what pieces are needed to use this program, so those that choose to, can use. Ultimately, some training may be needed.

SCOMIS DX Monthly Status Report

Waiting approval from Chief Justice Gerry Alexander before announcing the apparently successful vendor. The RFP laid out 22 groups of exchanges that the vendor will be creating and implementing.

Data Exchange Timeline

Current and future work is contingent upon the budget and available monies.

Other Business

PCH and CACH is moving forward to being accomplished by the end of the biennium.

Members agreed to bring their own copies of meeting materials, unless they were provided late.

Future Meetings

- April 16, 2009, 9:30 a.m. – 12:00 p.m., SeaTac Facility
- May 21, 2009, 9:30 a.m. – 12:00 p.m., SeaTac Facility
- June 18, 2009, 9:30 a.m. – 12:00 p.m., SeaTac Facility