WASHINGTON COURTS

February 24, 2014

TO: JISC Data Dissemination Committee

FROM: Stephanie Happold, AOC Data Dissemination Administrator

RE: Non-Court IT Personnel Access to JIS

The AOC seeks direction from the Data Dissemination Committee (DDC) in granting JIS access to local government non-court IT personnel.

Issue

AOC has seen an increase in court requests for court RACFIDs to be issued to non-court IT employees. Reasons for the access range from detailed explanations of particular projects in which IT personnel are working on court-related computer systems, to needing constant access for the IT personnel who assist in the local government network communicating with the court system, to simply stating that the IT personnel need access to assist in computer systems. AOC is finding it increasingly difficult sort and review these requests and decide which ones are based on court-needs and which requests are for convenience sake only. Furthermore, AOC has concerns about how the courts are setting up these profiles.

The JIS Committee (JISC) authorized the Data Dissemination Committee (DDC) to act on its behalf in reviewing and acting on requests for access to JIS by non-court uses.[1] The DD Policy sets forth criteria which this Committee may use in deciding access:

- The extent to which access will result in efficiencies in the operation of a court or courts.
- The extent to which access will enable the fulfillment of a legislative mandate.
- The extent to which access will result in efficiencies in other parts of the criminal justice system.
- The risks created by permitting such access.[2]

AOC is requesting guidance from the DDC on how to handle these court requests and such issues as: should these requests be granted, and if so, what specifics must be included in the request and what limitations should be placed on the access.

[1] JISC Bylaws, Article 7, Secs. 1 and 2.
[2] DD Policy, Sec. IX.C.