WASHINGTON COURTS	**JISC DATA DISSEMINATION COMMITTEE** **October 24, 2014** **8:30 – 9:45 a.m.** **Administrative Office of the Courts** **SeaTac Office Building** **18000 International Blvd. Suite 1106** **SeaTac, WA 98188**

DRAFT - MEETING MINUTES

Members Present
Judge Thomas J. Wynne, Chair
Judge James Heller
Judge J. Robert Leach
Ms. Barbara Miner
Judge Steven Rosen
Ms. Aimee Vance

Members Not Present
Judge Jeannette Dalton

Guests Present
Mr. Jonathan Baner (phone)
Ms. Therese Ferreria, DSHS-CA
Mr. Doug Klunder - ACLU

AOC Staff Present
Stephanie Happold, Data Dissemination Administrator
Vicky Cullinane, Business Liaison (phone)

Judge Wynne called the meeting to order and the following items of business were discussed:

1. **Meeting Minutes for September 5, 2014**
   Committee approved the meeting minutes.

2. **Redacting Names in JIS Based on Court Order**
   Mr. Jonathan Baner presented his client's request to have her name redacted to just initials in the JIS database and on the AOC public search case records website. The redactions would mirror the case title redactions in the Pierce County case management system. DDA Stephanie Happold summarized the technical issues with redacting party names in JIS and that AOC would have to reallocate resources to allow for the redactions. Judge Leach mentioned a case that is still pending before the Supreme Court addressing this issue. The Committee unanimously voted to deny Mr. Baner's request.

3. **DSHS-CA Request for Broader JIS Access**
   Ms. Therese Ferreria from DSHS-Children's Administration requested that Title IV-E Eligibility Specialists receive access to the PER, ADH, and DCH screens, to SCOMIS case type 7s, and to copies of court orders. AOC staff will provide level 22 JIS-Link access as DSHS-CA is a certified criminal justice agency. Barb Miner explained how the court orders can be accessed through the Clerks' offices. The Committee discussed granting the case type 7s access, and requested AOC staff provide information at the next meeting on how the account should be set up to allow for it. Staff is also to review how the AGO is set-up for dependencies and report back to the Committee.

4. **JABS Access to Prosecutor Staff;**
   Update on Providing JABS to All Prosecutors and Public Defenders;

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Answers to DDC Questions about Prosecutor/Public Defender JABS Access
The DDC voted unanimously to allow all public defenders, prosecutors and their staff access to JABS. AOC staff is to report back at the next meeting about providing the access with JIS-Link IDs. In the meantime, access will continue to be provided by court-maintained RACFIDs

5. **Public Access to Accounting Data in JIS for Data Dissemination Requests.**
The Committee would like to develop a policy on how financial data in the JIS database is disseminated for non-court requests. Barb Miner, Aimee Vance and Data Dissemination Administrator Stephanie Happold are to begin a draft policy and present it at the next meeting

6. **RACFID Training**
The Committee discussed developing a training for Court Administrators and Clerks on RACFID set-up, use, maintenance, and data confidentiality. AOC staff is to continue working on the draft power point presentation for the next meeting and to schedule the presentation for the upcoming Court Administrators and Clerks' trainings

7. **Access to JIS for Non-Court IT Employees**
The Data Dissemination Committee decided to table this topic for a later date.

There being no other business to come before the Committee, the meeting was adjourned.