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| WASHINGTON COURTS | **JISC DATA DISSEMINATION COMMITTEE**<br>**Friday, March 6, 2015 (8:00 a.m. – 9:15 a.m.)**<br>**Administrative Office of the Courts**<br>**SeaTac Office Building**<br>**18000 International Blvd. Suite 1106, Conf Rm #2**<br>**Call-in Number: 1-888-450-5996, Passcode 628488** |

**DRAFT - MEETING MINUTES**

**Members Present**
Judge Thomas J. Wynne, Chair
Judge J. Robert Leach
Ms. Barbara Miner
Ms. Brooke Powell
Judge Steven Rosen
Ms. Aimee Vance

**Members Not Present**
Judge Jeannette Dalton
Judge James Heller

**AOC Staff Present**
Stephanie Happold, Data Dissemination Administrator

**Guests Telephonically Present**
Mr. Ronald Miles – Spokane Superior Court Administrator
Ms. Pam Jones – Snohomish County Prosecuting Attorney's Office

Judge Wynne called the meeting to order and introduced the newest member of the Committee, Ms. Brooke Powell, who is the Snohomish County Juvenile Court Administrator.

The following items of business were discussed:

1. **Minutes of December 5, 2014 and February 20, 2015**
   Committee approved the meeting minutes.

2. **Spokane Request for RACFIDs for IT Personnel**
   Mr. Ronald Miles presented Judge Cozza's request to allow three non-court IT personnel permanently assigned to the Spokane Superior Court to be given RACFIDs for continued work with the County Courts and Clerk's Office. Barb Miner asked DDA Happold why her recommendation stated this request was different than the other requests that are under the temporary access provided to non-court/clerk IT personnel by the DDC during its June 27, 2014 meeting. DDA Happold responded that Spokane's IT personnel are permanently assigned to the courts for work related only to court/clerk activities. The personnel will not be partitioned between executive branch and judicial branch. Also, employees will not be rotated in and out of the projects; the access will only be for these three.
   The Committee voted unanimously to allow the three non-court IT personnel permanently assigned to the Spokane Superior Court to be given RACFIDs for work with the County Courts and Clerk's Office.

3. **Snohomish Co. PAO Request for Researcher Access**
   Ms. Pam Jones presented Snohomish County Prosecuting Attorney's request to allow a Snohomish County Human Services Department researcher Level 25 JIS-LINK access to assist in a recidivism study. Ms. Jones explained the study and the need to have the County researchers' involvement. Barb Miner asked about specifics of the JIS-LINK access, what

sort of data would be accessed, and if the plan was to look up each individual's information one at a time. Ms. Jones responded that looking up each individual's information would be time consuming. Ms. Miner suggested that a onetime data dissemination request may provide all the needed data elements instead of the JIS-LINK access. Ms. Jones agreed with the proposal, as long as they could have periodic updates of the data. Judge Leach than made a motion to allow the Snohomish County Prosecuting Attorney's Office and the corresponding County researchers a fee-waived data dissemination request with the AOC and to allow for periodic updates when needed. Ms. Miner seconded and the motion passed unanimously. Nathan Marti, a researcher with Snohomish County, will contact DDA Happold about the request.

**4. JABS Access to Prosecutors and Public Defenders**

DDA Happold updated the Committee on its recent decision to provide JABS access to all prosecutors and public defenders, and for access to eventually be provided through a JIS-LINK ID instead of a court-issued ID. The request is now ITG229. A preliminary design was completed that reuses the existing JIS security model so a similar JIS-LINK access can be provided. This means a user could access JABS without having a JIS login. This feature is already supported by JIS Security and is used for access to JIS and JCS (level 20, 25,30). Estimated hours are not yet calculated. Also, dual factor verification will become its own project and an ITG request will be made. DDA Happold will continue to provide the Committee updates on the progress of these ITG projects.

**5. Case Type 7 Access to AGO and DSHS-CA**

Per the Committee's direction, DDA Happold looked into the ability to grant case type 7 access to certain JIS-LINK users, and to limit the case type security access in Odyssey/SCOMIS for entities such as the Washington State Attorney General's Office. DDA Happold told the Committee that in Odyssey, access to those cases known as "case type 7s" is based on base case type security. At this time, Odyssey will not be able to separate out those particular cases, such as dependency cases, from the rest of the case types in order for certain JIS-LINK users to access them. The Committee was not pleased with this finding. Other JIS-LINK exemptions were discussed and Judge Leach asked if DDA Happold could provide the Committee a list of all the current JIS exemptions to review. Other Committee members agreed that they wanted to see the exemption list and DDA Happold was also asked to bring statutes/court rules that support the exemptions to the next meeting.

**6. DD Training Draft**

The Committee went through the presentation draft and provided edits. DDA Happold will finish the presentation and email it to all the Committee members for a final review.

**7. Other Business**

DDA Happold provided the Committee information on SSB5564 that adds a new section to RCW 13.50.260:

> The Washington state patrol shall ensure that the Washington state identification system provides criminal justice agencies access to sealed juvenile records information. RCW 13.50.260(8)(d)

She also provided an update on SHB1617.

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