WASHINGTON COURTS	**JISC DATA DISSEMINATION COMMITTEE** **Thursday, August 6, 2015 (8:00 a.m. – 9:00 a.m.)** **Teleconference** **Call-in Number: 1-888-450-5996, Passcode 628488** **Rescheduled from June 26, 2015**

DRAFT - MEETING MINUTES

Members Present
Judge Thomas J. Wynne, Chair
Judge J. Robert Leach
Ms. Barbara Miner
Ms. Brooke Powell

Members Not Present
Judge Jeannette Dalton
Ms. Aimee Vance

AOC Staff Present
Stephanie Happold, Data Dissemination Administrator
Michael Keeling, Operations Manager for the Office of IT Operations
Kumar Yajamanam, Arch/Tech Manager for the Office of Architecture and Strategy

Guests Present
Ms. Kim Bradford – The News Tribune
Dr. Gipsy Escobar – Measures for Justice
Joanna Eide – Department of Fish and Wildlife
Dawn Gedenberg – Department of Fish and Wildlife
Mr. Rowland Thompson – Allied Daily Newspapers

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

1. **Minutes of April 24, 2015**
   Committee approved the meeting minutes.

2. **Measures for Justice Request for JIS Financial Data**
   Dr. Gipsy Escobar presented Measures for Justice (MFJ) request for court fees, fines/restitution, judgments for failing to pay financial obligations to the court, and bail information for all criminal adult cases filed between January 1, 2009 and December 31, 2013. Also, upon being asked, she clarified that the MFJ research department used to be in Chicago, Il; however, the whole organization is now in Rochester, NY.

   Ms. Barb Miner asked what MFJ meant in its request where it stated "judgments for failing to pay financial obligations to the court." Dr. Escobar stated that it was for information on defendants who were given additional penalties, financial or any kind, if found by the court to be failing to pay financial obligations. Ms. Miner responded that it would be tough to get complete data for that request and that it may not be reliable. Judge Wynne agreed. DDA Happold stated that a meeting would be scheduled with MFJ and AOC staff to discuss what is being asked, what can be provided, and how. Ms. Miner stated that she would like Joel McAllister to be involved in that meeting. DDA Happold confirmed she would contact Mr. McAllister. Committee members recommended that Ms. Aimee Vance also be part of the meeting as the request covered CLJ data as well. Dr. Escobar stated that if the data is not clear about failure to pay judgments, then MFJ would withdrawal that portion of the request.

Dr. Escobar also noted that if the bail information was not consistent or reliable, then MFJ would also withdrawal that portion of the request. Ms. Miner said that these concerns should be discussed at the initial meeting and those requests can be withdrawn at that time if the data cannot be provided accurately.

Ms. Miner made the motion that the request should be approved based on the recommendations that AOC staff provided; Judge Leach seconded. Motion passed unanimously.

3. Washington State Department of Fish and Wildlife Request for JIS Financial Data

Ms. Joanna Eide and Ms. Dawn Gedenberg from the Washington State Department of Fish and Wildlife (DFW) presented two financial data requests for the Criminal Wildlife Penalty Assessment and for Title 77 RCW violations, including infractions. Ms. Barb Miner asked if they were looking for financial data related to offenses charged and any additional legal financial obligations. Ms. Eide stated that the DFW was interested in any Title 77 RCW offense and any penalty given for that charge. Ms. Miner asked if DFW was interested in penalties paid and when, as the request was only for those assessed. Ms. Eide stated that they did not ask for penalties paid and when, but would like that information as well.

Judge Leach suggested that the motion should be with the request amended to also include penalties paid and Ms. Miner agreed. Judge Wynne then asked if there was a motion to amend the DFW letter to also include penalties paid and when so the agency did not have to come back to the DDC, and for the Committee to approve the request. Judge Leach made the motion and Ms. Miner seconded. The motion passed unanimously.

Judge Wynne noted that the DFW also asked if the request could be granted a fee-waiver. Committee members asked when fee-waivers were granted. DDA Happold responded that a fee-waiver was granted if the request was for court-related business or for a legislative mandate or workgroup. DFW's request did not fall under these exceptions. Judge Leach made a second motion to approve the DFW request with the amendment allowing data for paid penalties, but denying the fee waiver. Barb Miner seconded the motion and it passed unanimously.

4. DD Policy Draft Regarding JIS Financial Data

DDA Happold presented the first financial data draft that would become the JISC Data Dissemination Policy, Section III.B.8. She also summarized some of the concerns the AOC Office of Communications and Public Outreach had regarding the draft policy. Judge Leach requested changes to subsection 8.d as it seemed to suggest that requests will not be granted. Ms. Brooke Powell asked for clarification of 8.b. DDA Happold will take the Committee's edits and provide another draft at the next meeting.

5. Providing Data Extracts in Future JIS-LINK User Systems

Mr. Michael Keeling presented an overview of the future JIS-LINK replacement project. AOC staff are exploring alternatives for JIS-LINK users which includes providing a replacement option for the users' screen-scrapping activity. One such solution is to offer bulk data extracts as part of the JIS-LINK account. Bulk extracts would replace screen-scrapping (as that activity would no longer work with the new system), alleviate the constant third party hits on the AOC servers, and free up bandwidth usage. AOC staff is seeking DDC approval for the bulk extracts.

Ms. Miner asked what the JIS-LINK public users currently get when they login to the system. Mr. Keeling explained the screen-scrapping process and that many of the companies automate it for faster results. He stated that the new bulk extracts would essentially do this activity for the user. Judge Leach asked why AOC/DDC would want to do that step for the user. Mr. Keeling responded that it would simplify the process and also ease up the usage on the AOC system. The AOC would like to create a simple process for third parties to receive the data at minimum cost to the agency. Judge Leach asked if there was a cost difference to provide this bulk extract as to not offering it. Mr. Keeling responded that AOC has to replace JIS-LINK anyway, so this would be included in that project.

Judge Leach asked if the bulk download had security issues. Mr. Keeling stated that the downloaded data would be limited to what was offered in the JIS-LINK public level 1 access and would provide only the data that can be seen now.

Ms. Miner asked if it would provide the DCH easier. Mr. Kumar Yajamanam responded that the users were already obtaining DCHs by building it one record at a time. DDA Happold stated that complete DCHs would not be provided in the bulk extracts per the JISC Data Dissemination Policy, and that the building of a DCH from gathering one record at a time is what is currently allowed.

Judge Wynne stated that the bulk extract sounded like a good idea to save money and time. Ms. Brooke Powell asked if the data the public level users would be getting from these bulk extracts would be the same as what they get going through the system screen-by-screen. Mr. Keeling responded that the data was the same but the method in how they get the data would change.

Ms. Miner asked if it would be similar to a BOXI report or if they would have access to build BOXI reports. Mr. Keeling stated that it could be more flexible than building BOXI reports; however, there would be a limit to the number of extracts and would not be an 'anything I want' tool. It would most likely be set-up with a list with options.

Judge Wynne asked what the timeline was for this project as the DDC never heard of the JIS-LINK replacement before. Mr. Keeling responded that the timeline was based on KCDC going to its own case management system. Ms. Miner asked if the JIS-LINK would then go from the EDR, and Mr. Keeling confirmed that it would.

Ms. Miner asked if AOC staff had examples of what the queries would be and what data would be allowed. Mr. Keeling responded that the AOC staff did not have any yet, but could provide examples as the project progressed.

Judge Leach asked if there was a chart comparison of what was on the screen versus what the new tool may provide. DDA Happold responded that something like this was being worked on internally by AOC staff. Business Analysts were taking all the data fields on the screens and looking at each one individually to see what user could have access to it.

Mr. Keeling commented that the viewer was most likely going to change to be like JABS, and that it would be modified to see from the EDR.

Ms. Miner asked how many subscribers were screen scrapping. Mr. Keeling responded that it was approximately less than 10% but most of them generated approximately over 90% of the revenue. Ms. Miner asked how the fees structure would change. Mr. Keeling responded that the billing structure would change, but that was not yet determined at this time.

Judge Wynne asked that AOC staff provide more specific examples of the bulk extracts, review and make proposed changes to the JISC Data Dissemination Policy to allow this, and provide the Committee a summary of the unintended consequences of those changes.
Ms. Miner also asked for a mock screen. Mr. Keeling stated he possibly could provide something for the October 23 meeting. DDA Happold was asked to draft changes to the JISC Data Dissemination Policy. Mr. Keeling and Mr. Yajamanam then asked if they could move forward with the bulk extract concept. Judge Wynne responded that AOC staff could move forward but the Committee needs to finalize what changes would be needed to the Data Dissemination Policy and any consequences for those changes.

Mr. Rowland Thompson commented that any opportunity to give public data in a way that takes people away from burdening the servers and makes the system more efficient should be supported. Judge Wynne agreed but stated that the Committee needs to look at what it is doing before acting.

6. Other Business

The News Tribune would like to submit a request for financial data related to BUIs. The Committee recommended that the request go on the August 28 agenda and that Ms. Bradford submit a request letter to DDA Happold for the Committee to review.