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| WASHINGTON COURTS | **JISC DATA DISSEMINATION COMMITTEE**<br>**Friday, August 28, 2015 (8:15 a.m. – 9:45 a.m.)**<br>**Administrative Office of the Courts**<br>**SeaTac Office Building**<br>**180000 International Blvd. Suite 1106, Conf Rm. #2**<br>**SeaTac, WA 98188**<br>**Call-in Number: 1-877-820-7831, Passcode 797974** |
| **DRAFT – MEETING MINUTES** | |

**Members Present**
Judge Thomas J. Wynne, Chair
Judge Jeannette Dalton (by phone)
Judge J. Robert Leach
Judge G. Scott Marinella
Judge David A. Svaren
Ms. Barbara Miner
Ms. Brooke Powell
Ms. Aimie Vance

**AOC Staff Present**
Ms. Stephanie Happold, Data Dissemination Administrator
Ms. Keri Sullivan, Judicial Services Division, AOC (by phone)
Ms. Kathy Bowman, Administrative Secretary, AOC

Judge Wynne called the meeting to order at 8:20 am and began with the introduction of new Committee members Judge G. Scott Marinella with the Columbia County District Court and Judge David A. Svaren with the Skagit County District Court.
The following items of business were then discussed:

**1. Minutes of August 6, 2015**

The Committee approved the meeting minutes by consensus. DDA Happold asked the Committee if they agreed the greater detail of discussion included in the minutes would be useful for historical purposes. All agreed to continue capturing meeting minutes in this style.

**2. The News Tribute – Request for Financial Information**

A request for financial data regarding penalties assessed for Boating Under the Influence (BUI) was received from Melissa Santos with The News Tribune. Judge Wynne noted that because the Data Dissemination Committee policy was not yet updated with the financial data policy, the request for financial data was brought to the Committee for approval. Ms. Miner asked if these cases were all in District Court, or if some were also in Superior Court. DDA Happold replied that there were some in

Superior Court, but mostly CLJ cases. Ms. Vance will do a review of the report once it is finished by AOC Data Warehouse programmers.

Judge Leach made the motion to provide BUI case financial data as requested by The News Tribune and based on the recommendations of AOC staff. Ms. Miner seconded and the Committee unanimously approved the request.

**3. Second Engrossed Second Substitute House Bill 1276 - Changes to RCW 46.52.130**

The upcoming September 26 Legislative changes to RCW 46.52.130 allows attorneys of record access to Abstract Driving Records. Judge Wynne commented that access has been allowed at the court level, and this change is actually legitimizing the current process. DDA Happold explained the problem with providing Public Defenders direct access to DOL records with JIS LINK because the access would have to be provided to all Level 20 users.

The suggested solution was to provide Public Defenders access to DOL records through a JABS account that is set up with the courts. Judge Leach asked if there was a method to monitor use of this access against abuse and Judge Wynne stated there is a random audit system already in place at the local level. The Committee unanimously approved providing Public Defenders access to DOL information in JABS.

**4. Courts of Limited Jurisdiction JIS Retention Schedule Update**

After a brief discussion, the Committee agreed to continue with “Iteration 1” of the ITG 41 project. Additionally, once “Iteration 2” commences, the Committee agreed that the small claims case retention should be increased from 5 years to 10 years which correlates to the life of a judgement.

DDA Happold will bring the retention schedule amendment to the Committee at the October meeting so it can be brought before the JISC in December.

Once the change to the retention schedule has been completed, the Local Records Committee will be notified.

**5. Will Repository Cases Filed under RCW 11.12.265 are Currently not Available in AOC Public Website Search Engine.**

Per GR15, information on sealed cases is limited but available for viewing by the public. However, cases that are sealed in entirety are not currently shown on the AOC public website. Judge Wynne stated these cases need to be searchable and available in SCOMIS. Judge Wynne commented the Superior Court docket is a problem.

Ms. Miner stated that judgements created as Case Type 9s should not be listed separately from the cases from whence they originate.

DDA Happold will meet with ISD/web services regarding making changes to the website search to allow for sealed case information per GR 15(c)(4). The exception would be juvenile records.

Judge Wynne asked DDA Happold to put this on the December agenda for follow up.

**6. Review of DD Policy – Providing Individual Compiled Reports**

The issue is how to provide information on a case that by statute 'should not exist'. Ms. Miner stated that unless the order to seal a juvenile record states otherwise, no one can have access to that record, including the individual of the case asking for his/her DCH. However, per the Data Dissemination policy, if a defendant or delegate asks the court for the record, it can be provided. It was noted this issue has been previously discussed by the DDC and became ITG 152. This project would create a second version of the DCH that does not include sealed juvenile cases. However, due to time and resources, the project is on hold.

DDA Happold suggested a possible solution would be to implement this in the JABS statewide viewer project. However, there is no guarantee that the project can provide this ability and she asked if the Committee would like to recommend it as a wish list item for the project. The Committee agreed that they are interested in having the AOC pursue this ability. DDA Happold stated she would inform the Project Manager Office of this request.

**7. Other Business**

A September teleconference will be scheduled to address the upcoming WSP request.

DDA Happold provided an update on ongoing Committee agenda issues from the past year. The JIS LINK exceptions policy still needs to be done and presented to the Committee. Also, DDA Happold will bring back the policy on non-court/clerk IT personnel access once there is an opening in the Committee's agenda.

Ms. Miner stated the Financial Policy had not yet been approved. Judge Wynne requested this to be included on the October DDC meeting agenda.

At 9:45 am, the meeting was adjourned.