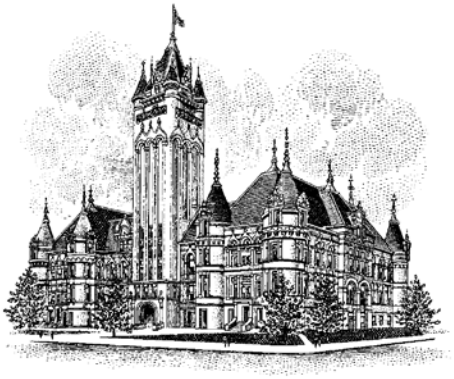

Spokane County Court House

SPOKANE COUNTY DISTRICT COURT

Public Safety Building
P.O. Box 2352
Spokane, Washington 99210-2352

John C. Witter
Court Administrator

Feb. 8, 2016

TO: JISC Data Dissemination Committee

FROM: John C. Witter, Spokane County District Court Administrator

RE: JIS access to non-court employee

Spokane County District Court is request JIS access for a non-court employee.

As a requirement in our agreement for collection services, the contracted agency is required to make a staff member available twice per week to assist with the processing of files in collections status.

The staff member provided is given an "extra-help" designation by Spokane County and—following a background check and the signing of a confidentially agreement—has security clearance to enter our office much the same as a "regular" employee.

Being perpetually understaffed, we are reliant on the assistance this employee offers.

Thank you for your consideration.

District Court complies with the Americans with Disabilities Act (ADA).
Persons with disabilities that would require accommodation should call the Court (509) 477-4770, TDD available.