WASHINGTON COURTS	**JISC DATA DISSEMINATION COMMITTEE** **Friday April 22, 2016 (8:15 a.m. – 9:45 a.m.)** **Administrative Office of the Courts** **SeaTac Office Building** **18000 International Blvd. Suite 1106, Conf Rm #2** **SeaTac, WA 98188** **Call-in Number: 1-877-820-7831, Passcode 797974**
DRAFT - MEETING MINUTES	

Members Present
Judge Thomas J. Wynne, Chair
Judge Jeannette Dalton – telephonically
Judge J. Robert Leach
Judge G. Scott Marinella
Judge David A. Svaren
Ms. Barbara Miner
Ms. Brooke Powell
Ms. Aimee Vance - telephonically

AOC Staff Present
Stephanie Happold, Data Dissemination Administrator

Guests Present
Ms. Prachi Dave – ACLU - telephonically
Mr. Toby Marshall – Terrell Marshall Daudt & Willie PLLC w/ the ACLU - telephonically
Dr. Marna Miller – Washington State Institute for Public Policy - telephonically
Ms. Jennifer Wilcox – Yakima District Court - telephonically

Judge Wynne called the meeting to order.

1. Minutes of February 26, 2016

There were no additions or corrections to the February meeting minutes and they were approved by the Committee.

2. WSIPP Data Request

Dr. Marna Miller presented the Washington State Institute for Public Policy's (WSIPP) request for dependency filing data from the Washington State Center for Court Research (WSCCR). The data will be used in a study with DSHS Child Protective Services (CPS) evaluating Family Assessment Responses. WSCCR will match children with screened-in CPS reports against SCOMIS records to identify children with dependency case filings. After determining the relevant dependency cases, WSCCR will remove identifying information and deliver the data to WSIPP. IRB approval is still being sought by WSIPP. Once approval is obtained, WSCCR will provide the data.

Judge Wynne asked if there will be multiple requests by WSIPP to WSCCR. Dr. Miller replied that it is not an ongoing data request or study, but rather a single request and evaluation. DDA Happold stated that Dr. McCurley of WSCCR supported the data request.

Judge Leach made the motion to approve the WSIPP request. Judge Dalton and Ms. Powell seconded the motion and it passed unanimously.

3. Review of the Data Dissemination Policy Draft

The Committee reviewed the latest edits and comments from court users and interested parties about the Data Dissemination Policy draft (DD Policy draft). One question from a court user was to clarify the term 'victim information' in Subsection III.G.8. The Committee discussed changing it from 'victim information' to 'victim identification.' However, some members raised concerns about this edit as not all victim names are prohibited from disclosure. Instead, members agreed to change it to 'crime victim address and phone number.' The Committee also changed Section IV.B. to state "[c]onfidential information regarding individual litigants, crime victims, witnesses, or jurors that is contained in case management systems of the courts will not be disseminated." Ms. Miner made the motion to approve these two edits, Judge Leach seconded, and the Committee approved unanimously.

The Committee also reviewed comments received from the AOC Office of Communications and Public Outreach regarding Section III.H., particularly subsection 2.c. Based on the comments received, the Committee changed subsection III.H.2.c. to state:

> "Prior to release of the report, the data will be reviewed by delegated court and/or county clerk representatives for accuracy and completeness. The representatives will have ten (10) calendar days to review and return the reports back to the AOC. Any disputes between AOC and the court/county clerk representatives regarding the data contained in the reports shall be resolved by the JISC Data Dissemination Committee."

Judge Leach made the motion to approve this edit; Ms. Miner seconded, and the Committee unanimously approved it.

The Committee then reviewed the proposed amendment of allowing public access to compiled JIS reports, including the DCH screen. DDA Happold started to present the AOC ISD estimate for providing access to the DCH/ICH screens for public users. Several DDC members questioned why this was needed as they were recently informed that the DCH screen in JIS may be incomplete and the courts should be using JABS instead. They also expressed concern that court users and judicial partners were still relying on the DCH screen for information. Several Committee members stated that the DCH screen should be disabled to avoid confusion. Judge Svaren made the motion that the DDC recommend that the DCH screen in JIS be disabled. Judge Leach seconded the motion. The Committee unanimously approved the recommendation. DDA Happold was instructed to inform AOC Leadership of this decision.

The Committee then discussed what could be used in place of the JIS DCH screen for public access to compiled reports on individuals. Several members suggested an ICH- or DCH-type screen in JABS that could then be printed out for the user if the requestor came to the court counter. DDA Happold was asked to provide more information at the next meeting about pros/cons of providing JABS access to the public or any other possible solutions in providing a compiled report to the public user. The Committee also asked her when banners/warning messages were going to be put on the JIS DCH screen until its removal, as well as other compiled case history screens.

4. Odyssey Portal Access Discussion

Judge Wynne expressed concerns about Odyssey Portal access, including the Juvenile Justice and Care Agency role giving too broad of access for what is allowed by statute, and the one email per county issue that was affecting many users. Committee members asked DDA Happold to provide a list of all known Odyssey Portal issues for the next meeting. Ms. Miner suggested contacting County Clerk's Offices that have implemented the Odyssey case management system.

5. ACLU Letter Regarding Outdated Criminal History Data

DDA Happold introduced the topic to the Committee. Mr. Marshall, who wrote the letter on behalf of the ACLU, presented it to the Committee. Judge Wynne asked Mr. Marshall if he had any ideas how AOC could enforce prohibitions against the re-dissemination and re-use of criminal history data in bulk. Mr. Marshall did not have any at this time. The Committee discussed updating the public index contracts, and asked DDA Happold to provide information about making all the indexes provide weekly files like the SINDEX. They also requested an AOC estimate on time/resources for changing the files to include any changes to the cases, and for AOC to start doing regular audits. Once this information is received, the Committee will develop recommendations on updating the contract language, and on possibly raising the subscription rates to cover the costs for these additional actions.

6. Other Business

Ms. Wilcox from Yakima County District Court presented their request to allow the Justice System Partners, a contractor with the Arnold Foundation, access to JIS to audit the Public Safety Assessment tool. Committee members asked if the access would be offsite or onsite. Ms. Wilcox responded that it would be onsite. Ms. Vance stated that the court staff could sit with the auditors and log in, thereby providing the auditors access over the court staffer's shoulder. Ms. Wilcox agreed that could be a workable solution. Judge Svaren made the motion to approve this access for the Justice System Partners in Yakima County District Court. Judge Marinella seconded it. The Committee unanimously passed it with the caveat that logs/reports documenting the audit should go to DDA Happold on each occasion an audit takes place.

As there was no other business, Judge Wynne adjourned the meeting.