WASHINGTON COURTS

June 23, 2017

TO: JISC Data Dissemination Committee

FROM: Stephanie Happold, AOC Data Dissemination Administrator

RE: Update on Tacoma City Attorney's Request for JIS Batch Printing

During the April 28, 2017, Data Dissemination Committee (DDC) meeting, the Tacoma City Attorney's Office (Tacoma) presented its request for continued access to JIS calendar printing and batch printing. Using the JIS PCS screen and court-given RACFIDs, Tacoma routinely ordered and printed their own JIS court calendars and batch-printed DCHs and ADRs. The DDC had granted a general exemption to all prosecutors in 2008 for JIS access to print calendars, but Tacoma's access exceeded that exemption.

During the meeting, several members stated that the prosecutors should not be using JIS for printing DCHs because the data was incomplete. It was also mentioned that court users would like to have batch printing in JABS as they can only print screenshots at this time. It was recommended to Tacoma that they also use screenshots instead of JIS batch printing. Before a decision was made, AOC was tasked with providing an estimate of time and expense for creating the capability of batch printing ICHs in JABS. AOC was also tasked with providing a time estimate for allowing JIS LINK RACFIDs the ability to print with a court user ID in JIS instead of giving prosecutors both a court RACFID and a court user ID.

<u>The time estimate for batch printing in JABS</u>:
Providing a print option on the calendar page and populating the existing ICH column data on the print report (no data from tabs included), would take about 300 hours.
Providing a filter option to narrow down the number of people on the calendar to be selected for print and the Batch Print feature (no specific design option at this time) will take additional 200+ hrs.
Project dependent on available resources.

<u>The time estimate for allowing JIS LINK RACFIDs the ability to print</u>:

- There are policy questions that will need to be answered before an option and accurate time estimate can be provided.
  - The courts have a lot of reports containing confidential data in their print domains. There may be reports the courts/county clerks do not want accessible to the prosecutors. Will the JIS LINK users need to acquire permissions from each CLJ Court Administrator or County Clerk for the print domains they want to access?
  - Will the JIS LINK users have their own print domains and they request the court to copy selected reports to their domain?
  - Should the print menu command be limited when the JIS LINK users are in a court's domain?
  - Will the JIS LINK users have their own printers that CPF can print or should they have their own print domain?
- Estimate: AOC will be spending between 100 and 300 hours staff time on the implementation, depending on the security policy decisions and which alternative is selected.
- Current Options:
  Option 1: Allow JIS LINK users access to the court print domains as Tacoma Municipal has done. Print reports on the court printers. 100 to 200 hours
  Option 2a: Provide the JIS LINK users their own print domains to which they would copy court reports to and print on their own printers. 100 to 200 hours.
  Option 2b: Provide the JIS LINK users their own print domains to which the court would copy predesignated reports. This could be a printer domain that belongs to the court or to the JIS LINK site. The reports in this dedicated printer domain could be controlled by either the court or the JIS LINK user. The printer could probably be in the JIS LINK user's office so they could print on their own printers. 50 to 100 hours.
  Option 3: Add the task of limiting JIS LINK users access to specific Print Menu commands while in the courts print domains. Add 50 to 100 hours to Options 1 and 2a.
  Option 4: The courts would be responsible for printing designated reports for the prosecutors and public defenders. Zero hours AOC time.
- The impact on Infrastructure Security could be large depending on how many users are given Print Menu access, and to how many court print domains.
- Project dependent on available resources.