WASHINGTON COURTS	**JISC DATA DISSEMINATION COMMITTEE** **Friday October 27, 2017 (8:15 am – 10:00 am)** **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
Judge J. Robert Leach
Ms. Barbara Miner
Judge David A. Svaren
Ms. Amie Vance

Members Present (telephonically)
Judge G. Scott Marinella

Members Absent
Ms. Brooke Powell

Guests Present (telephonically)
Mr. Kevin Kyzar, I.T.W. Fugitive Recovery

Staff Present
Ms. Stephanie Happold, Data Dissemination Administrator
Ms. Kathy Bowman, MSD Administrative Secretary
Mr. Mike Keeling, AOC IT Operations Manager

0. Call to Order

The October 27, 2017 Data Dissemination Committee meeting was called to order by Judge Thomas J. Wynne at 8:16 am.

1. August 25, 2017 Meeting Minutes

Judge Wynne requested a motion to approve the August 25, 2017 Data Dissemination Committee meeting minutes. A motion was made and seconded to approve the minutes without additions or corrections. The minutes were approved unanimously.

2. Lower ELWHA Klallam Tribe Counseling Services Request for Elevated JIS LINK Access

DDA Happold presented this topic as there was no representative present from the requestor. This request was first on the August DDC meeting agenda, but was tabled to the next scheduled DDC meeting as no representative called-in to present the request. Lower ELWHA Klallam Tribe Counseling Services contacted DDA Happold right after the August meeting and they were notified that the request was moved to the October meeting. DDA Happold also sent them the link to the meeting information and agenda. A motion was made and seconded to deny the request for elevated JIS LINK access. All in favor. The motion passed. The requestor can resubmit the request at a later DDC meeting if it so wishes.

3. Request for DVI and FRC Access in JABS for City of Poulsbo Office of the City Prosecutor

DDA Happold stated that prosecutor level 25 JIS-LINK users currently do not have access to the DVI, FRC, and FRH screens in JIS. Judge Wynne stated he was not aware access to DVI and FRC information was not available to the prosecutors in JABS or in JIS, and questioned

why they did not have that access. Judge Marinella commented that having access to the requested data (civil orders, family law orders) can affect charging decisions. DDA Happold reported that she discussed this proposed access with AOC-ISD staff. It would require a fairly simple profile change in JIS to give level 25 users access to the FRH, FRC, and DVI screens. Using those rules already set-up in JIS, a profile would be established in JABS for access to the Relations and DVI tabs. A motion was made and seconded to approve the request for prosecutor access to DVI and Relations in JIS and JABS access as discussed. All in favor. The motion passed unanimously. Judge Wynne asked DDA Happold to submit the necessary tickets to AOC-ISD to accomplish this request.

4. Elevated JIS LINK Access for Bail Bond Recovery Agent

Bail Bond Recovery Agent Kevin Kyzer presented his request for elevated JIS LINK access. DDA Happold advised the Committee that the elevated access requested is to Level 20, which is the same access allowed to public defenders, and would include JABS. DDA Happold cautioned that approving this request would open the door for other requestors affected by the address removal from the JIS LINK public level and defeat the intention of the DDC in keeping addresses confidential. Ms. Miner said there is access to the court files directly to find addresses. The Committee asked Mr. Kyzer if he could go to the courthouse and look at those records for the needed address information. Mr. Kyzer agreed that is an option available, but stated that the time burden was significant. It was also noted that address changes are not always accomplished with a paper document for the file. Recovery agents could purchase a subscription to Odyssey as attorneys do, but a separate subscription to each county would be required to have access to information statewide.

The Committee discussed that confidential address flagging or coding capabilities is lacking in all the case management systems. Members asked if there could be another JIS LINK level created that was similar to the Level 1 public user but with access to addresses. Mr. Keeling stated that the Committee has explored creating another JIS LINK level before and it is expensive.

It was also discussed why addresses were protected for an individual who was a victim in one case, but a defendant in another. Judge Leach commented that protecting the addresses of victims is a policy decision made by the Legislature. Judge Wynne decided to table the request at this time in order to become more educated on the issue, and to find out if it was feasible to create a new level of access that is separate from public defender access but still gave the address information bail bond recovery agents are seeking. DDA Happold was asked to find out what options are available for this situation, be it another JIS LINK level, a new code, etc. and to provide sizing information for each option.

5. Expunging Cases Displaying In Odyssey & Education on Expunging Cases

This topic is a continued discussion from the September 6, DDC teleconference. DDA Happold and Ms. Yvonne Pettus met with SC-CMS staff and presented the DDC's decisions of not using the Odyssey Expunge Case Command because it removed too much information, and instead, using the Case Party Replace Command and creating an expunged case type. As the AOC Staff worked through this decision, SC-CMS staff raised issues with the Case Party Replace command as there were problems with so many soft deletes. Also, the biggest issue would be data replication back into SCOMIS as it would not work at all. The group discussed changing the Expunge Case Command; however, that would be up to Tyler. Therefore, AOC staff came up with another option of using the Expunge Case Command, creating a case type 'expunged'

as directed by the DDC, and building a sequel query that will run a websearch for expunged cases. If an expunged case exists, the search will provide the data elements provided by the DDC at the last meeting: case #, case title (Reason Expunged), court, case file date, case type (Expunged), case status, case resolution date, and case resolution code description. A notice about the search will be put on the Odyssey Portal splash page. Everyone will have to use it - both court and non-court users. The plan is to build this after the latest Odyssey Go-Live event. Training and explanations will be provided to the courts.

The Committee agreed that a solution needs to be done as the public needs to know of the existence of expunged cases. Ms. Miner stated that DDA Happold's suggestion will be a good working solution, one that does not make it any worse. The Committee stated that there are two educational needs: how the website works and how cases should be expunged in this state. The Committee would like to pursue training on case expungement. Judge Marinella suggested the DMCJA Fall Conference agenda is being determined now for BJA review. Judge Leach suggested sending a letter directly. Trainers must be from the DDC, either in person or by phone. DDA Happold will draft a letter for the future DDC Chair to review.

6. AOC Public Websearch and Case Listings

Ms. Miner spoke about how sealed cases and will repository cases still do not display on the AOC public websearch and that this conflicts with Court Rule GR 15 requirements. She understood that it will take considerable time and resources to add those cases to the websearch, and that in the meantime, the websearch should have a disclaimer stating that sealed cases and will repository cases are not available.

DDA Happold reminded the Committee of the 2015 DDC meeting during which the public websearch was discussed, and of the history she provided at that meeting about the public websearch development. She was unable to find anything that stated the websearch was built to be an index; but rather, it was initially created to be an enhanced 'find my court date' application. Judge Wynne commented that though the websearch was not originally built to be an index, it has grown to be one and must act as such. DDA Happold stated the same issues remain now as they did in 2015: sealed cases are not in the public datamart that feeds the websearch and it will take large amounts of time, money, and resources to incorporate them into the datamart. Even if the sealed cases can be added, the websearch will still not meet all the GR 15 requirements because it is not built to provide the required data elements listed in the court rule. Judge Leach stated that AOC should have a disclaimer on the websearch in the meantime that states if the case was a sealed record, or a will repository record, it will not appear. Committee suggested not adding the language to the disclaimer at the beginning of the websearch, but rather on the page that states 'no cases found'. DDA Happold will work with AOC Web Services to add the disclaimer on the webpage.

7. Case Visibility

A member of the public wrote a letter to the DDC regarding the visibility of her tickets on the AOC public websearch. She is a victim of DV and is concerned that the index case information on the public page, such as date and court location, will help her abuser locate her. In the past she was able to seal her cases so they would be removed from the website. However, in the latest case, the judge refused to seal and the case can be found on the AOC websearch. The Committee questioned why this was brought to the AOC or the DDC, as there is an appellate process in place to review a judge's decision. DDA Happold answered that the author of the letter had asked AOC to remove the case, and was told the agency cannot remove cases from

the websearch. She wrote the Committee because she wants the Committee to direct AOC to find a way to remove cases from the AOC website for safety reasons. The Committee thanked the author of the letter for bringing this to their attention.

8. Tacoma Municipal Prosecutor Request for Printing Access

DDA Happold reported that Ms. Vance and the AOC Data Warehouse staff created and sent a label file to the Tacoma Prosecutor's Office. Judge Wynne sent a letter informing them of the latest DDC decisions, and AOC turned off their access to the MRS screen. AOC has not heard back from the Tacoma Prosecutor's Office, so AOC considers this matter closed.

9. Access to JIS Printing

DDA Happold updated the Committee on the status of JIS LINK RACFID printing in JIS. PCS screen is being altered to control what the prosecutors and public defenders can choose to batch print. The print domain menu is currently being altered to control what they can print. Barring any unforeseen issues, the projected time for completion is December. Unfortunately, this still does not allow for JABS printing, and there is still no batch printing mechanism in JABS. Although awkward, each screen must still be printed individually. This issue has not been forgotten, but is a problem of time and resources.

10. Other Business

This meeting of the DDC will be the last attended by retiring Committee Chair Judge Wynne. Judge Leach thanked Judge Wynne for time spent working with this Committee. Ms. Aimee Vance has joined AOC as Deputy Project Manager of the CLJ-CMS project team and is also stepping down from the Data Dissemination Committee. Paulette Revoir will be taking Ms. Vance's seat on the DDC. The Committee thanked Ms. Vance for her work.

With no other business to discuss, the DDC meeting was adjourned at 9:25.

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