WASHINGTON COURTS	**JISC DATA DISSEMINATION COMMITTEE** **Friday April 27, 2018 (8:15 am – 9:45 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 J. Robert Leach, Chair
Judge John H. Hart
Judge G. Scott Marinella
Ms. Barbara Miner
Ms. Brooke Powell
Ms. Paulette Revoir
Judge David A. Svaren

Members Absent
Judge Jeannette Dalton

Guests:
Ms. Kendra Miller, Team Child
Ms. Tara Casanova Powell, Casanova Powell Consulting- appeared telephonically

Staff:
Ms. Stephanie Happold, Data Dissemination Administrator
Ms. Kathy Bowman, MSD Administrative Secretary
Mr. Mike Keeling, AOC IT Operations Manager
Ms. Keri Sullivan, AOC CSD Senior Integrator – appeared telephonically

0. Call to Order

With a quorum present, Judge J. Robert Leach called the JISC Data Dissemination Committee Meeting to order at 8:15 am on April 27.

1. March 2, 2018 Meeting Minutes

A motion was made and seconded to approve the March 2, 2018, meeting minutes as written. All present were in favor and the minutes were approved unanimously.

2. Heritage Family Law PLLC request for JABS access

Mr. Kyle Calfina was not present to discuss his appeal for JABS access at 8:17 am when this agenda item came up for consideration. After considering Mr. Calfina's submitted written materials, a motion was made and seconded to deny the request based upon its merits. All present were in favor and the motion passed unanimously.

3. Casanova Powell Consulting request regarding drivers' license numbers

Ms. Tara Casanova Powell presented the request. She is contracted by the Insurance Institute for Highway Safety to conduct a study looking at outcomes that may influence recidivism rates of alcohol-ignition interlock offenders. Powell submitted a request to AOC for compiled case histories of individuals of whom she will provide their name, date of birth, and drivers' license numbers for matching. She would like the matching information included in the responsive files so she can ensure correct identification and matching on her end. However, AOC is prohibited from releasing drivers' license numbers. DDA Happold commented that though Ms. Powell is giving the drivers' license numbers to AOC, because it is a confidential data, AOC cannot release those numbers back to her without consent of the Committee. This request is purely an

administrative one to allow the return of the numbers. A motion was made and seconded to grant the requested access. All present were in favor and the motion passed unanimously.

4. JIS-LINK access changes for Caseload Forecast Council and DSHS-Child Study and Treatment Center

DDA Happold presented this request regarding JIS-LINK access for the Caseload Forecast Council (CFC) and the DSHS-Child Study and Treatment Center (CSTC). These two JIS-LINK users currently have level 1 public user accounts. They were also given JCS read-only access (1997 and 2001 respectively). Because JIS-LINK level 1 will eventually be replaced with the new JIS-LINK project, DDA Happold would like to move both these users up to the next JIS LINK level, level 20 public defender, so they can continue to have JCS access. Level 20 would not provide CFC more access than it is statutorily allowed, as the Legislature gave CFC broad access to case data in order to complete its duties. AOC is also directed by RCW 43.88C.050 to provide court data to the CFC.

CSTC is a state operated and funded psychiatric hospital for children who have psychological and safety needs. They use JCS on a daily basis, and to give them level 20 would greatly assist in their review of patients. DDA Happold is not aware of anything provided in that level being prohibited from CSTC.

Ms. Powell asked if these users would get JCS detention data and DDA Happold said no, it is JCS read-only, not JCS detention read-only. Because the current JIS-Link level type is eventually being discontinued in the JIS-LINK replacement project, today's request is for JCS read-only access with level 20, public defender access, without DOL data access in JABS. A motion was made and seconded to grant the requested change of access level. All present were in favor and the motion passed unanimously.

5. Judgment search webpage and JIS-LINK printing

DDA Happold updated the Committee that AOC staff began the process of creating a judgment search webpage. She also updated them on JIS-LINK printing. AOC staff is working on the JIS-LINK RACFID printing solution to allow prosecutors and public defenders to print JIS reports from a designated court's JIS Print Menu. Keri Sullivan presented six options for printing, and referred to a set of flow charts that were provided to the Committee for illustration. Reports will be set up in domains, and each court will have the autonomy to select an option to suit. The DDC members liked the options and allowing the local courts to choose what access they want to give prosecutors/public defenders. AOC staff and the Committee discussed how education would work; Ms. Sullivan stated that e-service answers will need to be issued. Sizing is finished by AOC staff, and the programmers just need approval from their leadership to continue the work.

6. New JIS-LINK agreements

At the last DDC meeting, Committee members were instructed to review the current JIS-LINK agreements and submit edits to DDA Happold in preparation of this meeting. DDA Happold did not receive any edits. Judge Marinella provided proposed language at the meeting. Judge Leach suggested that DDA Happold email proposed language to the Members for comment and that this agenda item will be revisited at the next DDC meeting.

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7. Public Index contract amendment

At the last DDC meeting, Committee members were instructed to review the current public index agreements and submit edits to DDA Happold in preparation of this meeting. DDA Happold did not receive any edits. DDA Happold is to provide the Committee members with proposed language changes and this agenda item will be revisited at the next DDC meeting.

8. Education on expunging and sealing cases

Judge Leach, DDA Happold, AOC Court Education Services Coordinator Judith Anderson, and Judge Dwyer met to discuss the expunging and sealing seminar to be presented at the 60th Annual Judicial Conference. Judge Leach will discuss the rules and statutes, and explain the consequences of sealing and/or expunging criminal case records. Ms. Miner and Ms. Revoir will break it down for each court level, describe the process for sealing and for expunging, explain what information is needed in the orders, and provide screen shots to show judges the difference of before and after. Judge Dwyer suggested that Rowland Thompson from Allied Newspapers be invited, and following the presentation, he can discuss the consequences of expunging cases. Judge Leach thought it was a good idea and the DDC agreed. The idea of providing draft orders was also discussed by the Committee. Judge Leach will draft an order including least restrictive alternatives with check boxes, and send it to DDA Happold. Materials for the conference are due by August 10. Judge Leach will circulate a draft of proposed materials prior to submitting them. Judge Leach asked Ms. Miner to provide a list of other known order problems for his review.

9. Other Business

DDA Happold updated the Committee on the return of the new statements of compliance. Although many are completed, there are approximately 60 who have not yet responded. A reminder will be sent out to all those who have not yet submitted their forms. DDA Happold will reach out directly to the Violations Bureaus. Ms. Miner will follow up with superior court clerks, and Ms. Revoir will do the same for the CLJ court administrators.

10. Meeting Adjourned

The Data Dissemination Meeting was adjourned at 9:18 am.

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