WASHINGTON COURTS

ADMINISTRATIVE OFFICE OF THE COURTS

DATE: November 25, 2020

TO: JISC Data Dissemination Committee

FROM: Keith Curry, AOC Project Manager

RE: Request for access to Superior Court Case Management Systems for additional County IT resources.

I have been informed that only one non-court IT resource is allowed to have access to Odyssey. This request is to increase the number of resources for each county while we implement the new version of Odyssey. I cannot speak for the counties with regard to the number each will need. That will dependent on the size of the court and clerk's office within that county and the number of county IT staff available to assist in the implementation.

The additional resources are needed to perform tasks including but not limited to the following items that require access to Odyssey:

- Updating location information
- Updating printer image
- Printer, Forms Printer
- Non-Standard US Address
- Scanner settings
- Event Barcode Printer
- Cashiering Station
- Receipt Printer
- Invoicing Station.

We are requesting access for additional county IT access in excess of the 1 already authorized starting on January 2nd, 2021 until no later than March 31, 2021. This will provide adequate time to prepare for setup, complete setup and work through issues post implementation.