JISC DATA DISSEMINATION COMMITTEE
Friday, August 23, 2024, 9:00 a.m. – 10:00 a.m.
Zoom Teleconference
URL: provided via invite

MEETING MINUTES

Members Present:
Judge John Hart, Chair
Judge Valerie Bouffiou
Ms. Stephanie Kraft
Judge David Mann
Ms. Heidi Percy
Ms. Paulette Revoir
Judge Allyson Zipp

AOC Staff Present:
Kevin Cottingham, Data Dissemination Administrator (DDA)
Kristina Goulet, Secretary/Receptionist
Jan Nutting, Public Records Officer

DRAFT

Call to Order

Judge Hart called the meeting to order at 9:02 a.m. and welcomed all participants.

1) Approval of Minutes

Motion: Judge Zipp moved to approve the minutes of the June meeting. Ms. Heidi Percy seconded. Ms. Paulette Revoir abstained as she was not present during the meeting, and all others voted in favor. The motion passed.

2) Overview of DDC Responsibilities

Mr. Cottingham presented on the role of the Data Dissemination Committee and its various responsibilities, as well as an overview of the present state of the Judicial Information System.

Ms. Heidi Percy suggested AOC produce a link to a page that shows the different levels of JIS-Link as well as who can access the levels. Mr. Cottingham shared he would get that information out as soon as he can. Ms. Percy also suggested that AOC share recent examples of DDC decisions for members of the committee. Judge Zipp added that this would allow new members to go through and see past records so members of the committee can review previous decisions prior to making decisions in the future. Ms. Percy shared that AOC historically had published requests that had been made to Inside Courts and that this hasn't been updated for quite some time. Mr. Cottingham stated that he wasn't aware of this but he would look into updating historic decisions. Judge John Hart suggested a database retaining the decisions made both past and present and having a requirement, either formally or informally, for new members to go through a training session such as the one presented.

Mr. Cottingham closed his presentation sharing that the CLJ-CMS Retention Schedules Workgroup approved changes to retention schedules and a vote will be conducted during the October DDC meeting.

3) Other Business

Judge Hart inquired about other business. Hearing none, he expressed sincere appreciation for the work of the Committee and adjourned the meeting at 9:57 a.m.

DRAFT