WASHINGTON
COURTS

ADMINISTRATIVE OFFICE OF THE COURTS

Callie T. Dietz
State Court Administrator

December 24, 2015

TO: Senator Andy Hill, Chair
Senate Ways and Means Committee

Senator John Braun, Vice Chair
Senate Ways and Means Committee

Senator Bruce Dammeier, Vice Chair
Senate Ways and Means Committee

Senator Jim Hargrove, Ranking Member
Senate Ways and Means Committee

Representative Hans Dunshee, Chair
House Appropriations Committee

Representative Timm Ormsby, Vice Chair
House Appropriations Committee

Representative Bruce Chandler, Ranking Minority Member
House Appropriations Committee

FROM: Callie T. Dietz
State Court Administrator

SUBJECT: SUPERIOR COURT CASE MANAGEMENT SYSTEM PROVISO

Section 114 (12) of Engrossed Substitute Senate Bill 6052, Chapter 4, Laws of 2015, requires that the Administrative Office of the Courts (AOC) provide cost estimates for added security and document management features of the superior court case management system to the fiscal committees of the legislature by January 1, 2016. In addition, Section 114 (15) requires certain activities to be complete by the dates specified. This letter is in response to those provisions.

In July 2013, in partnership with the state superior courts and county clerks, the AOC executed a contract with Tyler Technologies to purchase and implement a statewide superior court case management system. The system has been successfully implemented in four counties and will be implemented in thirteen more counties by the end of the 2015-2017 biennium.

Some county clerks raised concerns regarding document management and security in the statewide superior court case management system currently being deployed throughout the state. Between July and December 2015 the AOC, representatives of the county clerks, and the project vendor met twice to further identify and clarify the clerks' concerns. A total of fifteen items were initially identified. Of those, six were resolved by providing additional information and five will be addressed in a memorandum of understanding.

The remaining four items would require additional funding; therefore, cost estimates are provided below.

Audit Capability
The county clerks have requested modification of the commercial-off-the-shelf (COTS) statewide superior court case management system to allow for a "permanent trail of record changes and viewing." To meet this request, Tyler Technologies has proposed a workable solution involving additional software and the development of monitoring reports. It is estimated that an additional $170,000 will be necessary to purchase the additional software and develop the necessary reports.

Confidential Transitory Records
The county clerks requested the ability to "permanently delete sensitive non-case documents." Tyler Technologies has proposed a workable solution involving the development of a process allowing for the permanent deletion of individual documents on a case and the ability to permanently delete all documents on a case. It is estimated that an additional $63,000 would be necessary for development costs.

Improved Application Programming Interface (API) Protocol
The county clerks have requested "a rule-based API that does not require dual data entry to populate templates of local DMS documents" for those counties that choose to maintain their own document management systems (DMS). The AOC, Tyler Technologies, county clerks, and third party DMS vendors have met to discuss the previously identified and agreed upon "Link Only" solution. This option does not require dual data entry to populate templates of local DMS documents. No additional costs are required.

Local Costs for Judge Edition

The county clerks have requested that the state pay "...a Local DMS court to use Judge Edition..." for those counties that choose to retain their own document management systems and choose to use Judge Edition. The Judicial Information System Committee (JISC), the information technology oversight group for the state judicial branch, has yet to decide how costs will be allocated for those counties that choose to retain their legacy document management systems. The current estimate is $42,000 for each instance of a local DMS. An instance can represent a stand-alone DMS software product or different versions (i.e., version 1.0 versus vs. 2.0) of a stand-alone DMS software product. Currently there are a minimum of eight stand-alone DMS software products or systems in use throughout the state; therefore, the estimated cost would be $336,000. This amount does not assume different versions of the same DMS software product.

The Administrative Office of the Courts, in conjunction with the state superior courts and county clerks, has worked tirelessly to implement a statewide court case management system that meets the needs of all stakeholders. Continued support is critical to ensure full implementation as envisioned.

If you have any questions please feel free to contact me at (360) 357-2120 or at callie.dietz@courts.wa.gov.

cc: Senator Kevin Ranker
Ranking Minority Member, Senate Ways and Means Committee

Representative Kevin Parker
Assistant Ranking Minority Member, House Appropriations Committee

Representative J.T. Wilcox
Assistant Ranking Minority Member, House Appropriations Committee

Judicial Information System Committee

Honorable Kim C. Morrison
Chelan County Clerk