Judicial Information System Committee Meeting, June 24, 2016

DECISION POINT – Superior Court Case Management System – Implementation Cost Rules for the Remainder of the Statewide Rollout of Odyssey.

MOTION:

- I move that the JISC approve the SC-CMS Project Steering Committee's recommendation regarding state and local implementation costs for the remainder of the statewide rollout of Odyssey (32 counties) subject to the parameters set forth in the attached addendum – "SC-CMS Implementation Cost Rules."

I. BACKGROUND

The State has limited resources to apply to the SC-CMS project and counties across the state have limited resources to participate in the Odyssey rollout. Smaller local courts and clerks' offices, in particular, may necessitate State funding and assistance to ensure that no court that wants Odyssey is left behind.

On June 27, 2014, the JISC approved the SC-CMS Project Steering Committee's recommendation regarding state and local cost rules for implementation. The JISC amended the SC-CMS Project Steering Committee's recommendation restricting approval of the implementation cost rules to Pilot site only and changing the cost categories to "TBD" for local application integrations. Since specific costs were unknown at that time for local implementation, the JISC requested that the Project Steering Committee bring back to the JISC after Pilot Go Live; a more specific estimate as to what the local implementation cost may be for early adopters and statewide rollout given the cost expended for the Pilot site implementation.

On August 28, 2015, AOC asked the JISC for authorization for the Project Steering Committee to have approval of the local cost expenditures up to a set amount to work within the defined criteria as outlined in the "Early Adopter Implementation Cost Rule and Projected Expenses" document. The JISC authorized AOC to spend up to $125,000.00 for expenses for the Early Adopters Implementation of the *Odyssey* system and authorized the Project Steering committee to resolve any disputes between AOC and the Counties regarding those expenses, without providing precedent for any county after the early adopters one way or another for anything related to the JISC.

On February 26, 2016, the JISC approved the SC-CMS Project Steering Committee's recommendation regarding state and local implementation costs for Event #3 (Snohomish County) subject to the parameters set forth in the "*SC-CMS Implementation Cost Rules for Pilot, Early Adopter, and Event #3 (Snohomish County) – Actual and Projected Expenses*" -- not to exceed $145,000. In addition, the JISC approved the overtime and backfill limitations for the remainder of the SC-CMS statewide rollout of Odyssey as defined in the "Overtime and backfill reimbursement limitation recommendation" document.

II. DISCUSSION

The limitations of available state and local funds to implement the SC-CMS may present a risk to the successful completion of the project. Counties need to know what costs they will be responsible for as soon as possible so that their needs can be identified and included in their county's budget cycle with enough lead-time to obtain the necessary funds. By identifying the cost categories (People, Technology, and Process) and the related anticipated project costs, each county can begin assessing the impact on their budgets and planning to address their financial needs prior to each county's rollout.

The "SC-CMS Implementation Cost Rules" are based on the JISC approved cost categories. The SC-CMS project has provided all known expenditures for the first five county implementations of *Odyssey*. The projected or anticipated costs for the remaining statewide rollout are based on the roll out of *Odyssey* to five counties that represent small, medium, and large sized courts as identified below:

1. Small court – Pilot (Lewis County),
2. Medium courts - Early Adopters (Franklin, Thurston, and Yakima Counties), and
3. Large court - Snohomish County

OUTCOME IF NOT PASSED

The remaining counties will not know the local costs they need to plan for with enough lead time to request any needed funding via their county's budget processes. Advanced notice will help to ensure that there are no schedule delays to the statewide rollout schedule. The continued lack of understanding by counties of where state and local costs will reside prior to implementation will have a negative impact on whether or not the SC-CMS project can be successfully implemented in the remaining 32 counties.