JUDICIAL INFORMATION SYSTEM COMMITTEE

August 28th, 2020
10:00 a.m. to 11:10 a.m.
Online Zoom Meeting

Minutes

Members Present:
Justice Barbara A. Madsen, Chair
Judge Scott K. Ahlf
Mr. Joseph Brusic
Judge John Hart
Mr. Rich Johnson
Judge J. Robert Leach
Judge Kathryn Loring
Mr. Frank Maiocco
Ms. Barb Miner
Judge Robert Olson
Ms. Paulette Revoir
Mr. David Reynolds
Ms. Dawn Marie Rubio
Mr. Bob Taylor
Ms. Margaret Yetter

Members Absent:
Ms. Mindy Breiner
Chief Brad Moericke

AOC Staff Present:
Ms. Charlene Allen
Mr. Kevin Ammons
Mr. Kevin Cottingham
Ms. Vicky Cullinane
Ms. Vonnie Diseth
Mr. Curtis Dunn
Mr. Rob Eby
Mr. Brian Elvin
Mr. Mike Keeling
Ms. Hayley Keithahn-Tresenriter
Mr. Dirk Marler
Mr. Dexter Mejia
Ms. Anya Prozora
Mr. Ramsey Radwan
Ms. Cat Robinson

Guests Present:
Ms. Elizabeth Baldwin
Ms. Kym Foster
Ms. Jennifer Ortega
Mr. Terry Price

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Call to Order

Justice Barbara Madsen called the Judicial Information System Committee (JISC) meeting to order at 10:03 a.m. This is the fourth meeting to be held virtually on Zoom.

Justice Madsen welcomed the three new JISC members: Judge Kathryn 'Katie' Loring (San Juan Superior Court) representing SCJA; Judge Robert Olson (Whatcom County Superior Court) representing SCJA; and Mr. Joseph Brusic (Yakima County Prosecutor) representing WAPA.

Meeting Minutes

Justice Madsen asked if there were any changes or corrections to the June meeting minutes. Hearing none, a motion was given and seconded to approve the minutes. The minutes were unanimously approved as written.

JIS Budget Update

Mr. Ramsey Radwan provided an update of the 19-21 budget (green sheet). CLJ-CMS expenditures are moving along smoothly, and the numbers will be revised as of September 1, 2020. AOC will then begin hiring project positions. Expenditures for the AC-ECMS project are also moving forward according to plan.

Mr. Radwan gave an update on the revenue outlook. General Fund revenues did not plummet in June and July. The projected ending balance is $1.498 billion, and $2 million in the Budget Stabilization Account can be used, in addition to any measures the governor enacts to reduce spending. Overall, the outlook is not as good as it was pre-pandemic, but it is not 'draconian' either. Rather, the outlook is better than initially expected at this point. Mr. Radwan added that he will be working with the Legislature to discuss future budget cuts. Justice Madsen asked if CARES funds are included in this outlook. Mr. Radwan said no, then explained that the state received $3 billion statewide; that amount was divided between larger cities/counties, smaller cities/counties, and the state.

21-23 Biennial Budget Requests Update

Mr. Radwan provided an update on the 21-23 biennial budget requests (blue sheet). The permanent staffing amount for the AC-ECMS project will be reduced to $2 million. In regards to CLJ-CMS project continuation, AOC will be re-asking for ongoing project funds and contract costs for the next two biennia (as per Legislature practice). The item for EDR future integration will be picked up in July 2021 (21-23 biennium). The Equipment Replacement item will change and/or be adjusted depending on the outcome of the Decision Point today. The amount will likely increase. Mr. Radwan asked the JISC to approve with the exception that this number may come back for adjustment. The total request amounts to $23.6 million, pending the updated numbers for equipment replacement. Mr. Radwan will send changes out to the JISC with updated equipment replacement numbers prior to the October meeting. There is a possibility that AOC may need to look into moving some of these requests into the General Fund.

Justice Madsen asked if there was a motion to approve to move forward with the IT Decision Packages.

Motion: Judge Scott Ahlf

I move that the JISC approve the 2021-2023 budget request as presented, with the add in of the equipment replacement funds (if JISC approves ER decision), with the understanding that the dollar amounts will change and that the final amount per request will be presented to the JISC once determined.

Second: Mr. Rich Johnson

Voting in Favor: Justice Barbara Madsen, Judge Scott Ahlf, , Mr. Joseph Brusic, Judge John Hart, Mr. Rich Johnson, Judge J. Robert Leach, Judge Kathryn Loring, Mr. Frank Maiocco, Ms. Barb Miner, Mr. Robert Olson, Ms. Paulette Revoir, Mr. David Reynolds, Ms. Dawn Marie Rubio, Mr. Bob Taylor, Ms. Margaret Yetter

Opposed: None.

Absent: Ms. Mindy Breiner, Chief Brad Moericke

The motion was passed.

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JIS External Equipment Replacement Alternative Proposal

Mr. Radwan then provided a brief explanation of the JIS External Equipment Replacement alternative proposal, using the charts in the meeting materials. This is a sliding scale option which was the outcome of a request from the JISC during the previous meeting on June 26th, 2020. As is mentioned in the scale document, the sliding scale metrics were selected to balance the budget, and the logic is to share the reduction based upon the amount requested. Some discussion followed.

Justice Madsen then asked if there was a motion to approve to distribute current external equipment replacement funds.

Motion: Mr. Rich Johnson

I move that, to balance the budget, the reduced funds for External Equipment Replacement ($789,000) be distributed based on court size, on a sliding scale.

Second: Ms. Dawn Marie Rubio

Voting in Favor: Justice Barbara Madsen, Judge Scott Ahlf, , Mr. Joseph Brusic, Judge John Hart, Mr. Rich Johnson, Judge J. Robert Leach, Judge Kathryn Loring, Mr. Frank Maiocco, Ms. Barb Miner, Mr. Robert Olson, Ms. Paulette Revoir, Mr. David Reynolds, Ms. Dawn Marie Rubio, Mr. Bob Taylor, Ms. Margaret Yetter

Opposed: None.

Absent: Ms. Mindy Breiner, Chief Brad Moericke

The motion was passed.

JIS Priority Project #1 (ITG 102): CLJ-CMS Project Update

Ms. Cat Robinson provided an update on the Courts of Limited Jurisdiction Case Management System (CLJ-CMS) project. Since the Committee approved the contract with Tyler Technologies at a special JISC meeting on August 13th, Ms. Robinson announced that the contract was executed on August 27th with an effective date of September 1st, 2020. She expressed thanks to Mr. Radwan and his team for all their hard work. The Project Steering Committee and project team are excited to embark on this next step and get to work.

The project team met with the selected pilot courts in June and July, and shared some information about e-Filing, what it means for the courts, and what the next steps will be. Outreach with the pilots and other courts will continue as the project progresses. The project team has also been working with the Court User Workgroup (CUWG) on validating requirements. In June, a communication was sent out explaining the current (at the time) status of the contract. On August 14th, the project sent an announcement that the contract had been approved. The team is refining a plan to reengage in monthly communications via the listserv and project website. Ms. Robinson then outlined next steps, but noted the dates will be updated once the team begins engagement with the vendor.

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ITG #286: Statewide Data Warehouse (SDW) Project Update

Ms. Charlene Allen provided an overview on the Statewide Data Warehouse (SDW) Project. The SDW project is a multi-year, multi-phase effort that will enable statewide reporting of data from information provided from local case management systems sending data into the AOC Enterprise Data Repository (EDR). Each phase will allow additional reporting capabilities for the courts, justice partners, and other stakeholders requesting data. SDW is being created for reporting data from the EDR. EDR data needs to go through a process to ensure statewide data consistency and reliability. There are two project phases. Phase I is basic case data from the EDR to the statewide warehouse and will have two releases—dependency data in November 2020 and criminal and offender data in August 2021. Phase II is for ad hoc reporting of statewide data and will be released in the first quarter of 2023. Project accomplishments at this point include completion of the project charter, communication plan, and project plan, and establishment of monthly workgroup meetings and stakeholder monthly status reporting. Ms. Allen then outlined next steps.

Data Dissemination Committee (DDC) Report

Judge Leach provided a brief update on the work of the Data Dissemination Committee, which met earlier today. The DDC's decisions were as follows:

- Item 2, regarding JIS-Link/JABS access for DSHS Office of Forensic Mental Health Services, was approved.
- Item 3, a request for a court-level JIS account for an individual in the Snohomish County Executive's Office, was approved.
- Item 4 was a statements of compliance update; it was determined that statements of compliance will continue to be required.
- Item 5 was a suggested amendment to Data Dissemination Policy & update regarding judgments. The DDC did not take any action on this issue today; it will be investigated further and will be revisited in October.

Board for Judicial Administration (BJA) Report

Justice Madsen reminded the Committee that the BJA minutes are contained in the JISC packet behind Tab 6.

Meeting Wrap Up & Adjournment

Justice Madsen adjourned the meeting at 11:37 am.

Next Meeting

The next meeting will be October 23rd, 2020, via Zoom from 10:00 a.m. to 12:00 p.m.

Action Items

	Action Items	Owner	Status

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	A special committee will be formed to deal with the future of Equipment Replacement	Justice Madsen / Ramsey Radwan	

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