JUDICIAL INFORMATION SYSTEM COMMITTEE

October 22, 2021
10:00 a.m. to 12:00 p.m.
Online Zoom Meeting

Minutes

Members Present:
Justice Barbara A. Madsen, Chair
Judge Scott K. Ahlf
Ms. Mindy Breiner
Mr. Joseph Brusic
Mr. Derek Byrne
Mr. Donald Graham
Judge John Hart, Vice-Chair
Mr. Frank Maiocco
Ms. Barb Miner
Chief Brad Moericke
Judge Robert Olson
Ms. Paulette Revoir
Mr. Dave Reynolds
Ms. Dawn Marie Rubio
Judge Lisa Worswick
Ms. Margaret Yetter

Members Absent:
Judge Kathryn Loring

AOC Staff Present:
Mr. Kevin Ammons
Ms. Tammy Anderson
Ms. Marcea Basham
Mr. Phil Brady
Mr. Kevin Cottingham
Ms. Vicky Cullinane
Ms. Vonnie Diseth
Mr. Curtis Dunn
Mr. Rob Eby
Dr. Amanda Gilman
Mr. Sriram Jayarama
Mr. Mike Keeling
Mr. Dirk Marler
Ms. Anya Prozora
Ms. Cat Robinson
Mr. Christopher Stanley

Guests Present:
Ms. Heidi Percy
Mr. Terry Price
Judge Kimberly Walden

Call to Order & Approval of Meeting Minutes

Justice Barbara Madsen called the Judicial Information System Committee (JISC) meeting to order at 10:01 a.m. This meeting was held virtually on Zoom.

Justice Madsen asked if there were any changes or additions to be made to the August 2021 meeting minutes. Hearing none, the Committee moved to approve the meeting minutes as written.

Introduction of New JISC Member – Mr. Donald Graham

Justice Madsen welcomed and introduced the new JISC member, Mr. Donald Graham, who represents the Washington State Bar Association (WSBA). Mr. Graham brings with him more than thirty years of experience as an attorney, an administrator, and a business advisor. Mr. Graham thanked Justice Madsen and added that he is looking forward to contributing to the work of the JISC.

Decision Point: JIS Link Fee Schedule Proposal

Mr. Phil Brady and Mr. Kevin Cottingham provided some background information on the JIS Link Fee Schedule. The fee schedule was last set in February 2003. In May 2021, AOC adopted an updated fee schedule to increase the per-transaction fee rate in an attempt to align the fees more closely with the costs of maintaining the system. Shortly thereafter, AOC adopted a temporary transitional billing model to permit JIS-Link users to use both the legacy system as well as a new web-based system without penalty. AOC is asking the JISC to ratify the fee schedule AOC adopted in May 2021, approve the updated click-through agreement, and provide AOC with direction on future fee increases (e.g.: affirm

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AOC's authority to set fees in the future, authorize AOC to increase fees in the future based on the fiscal growth factor, or make the JIS-Link fees a standing item on the JISC meeting agenda each year so the JISC can consider and approve the fees).

Some clarifying discussion followed on the click-through agreement and whether the JISC should consider and approve future fee increases itself or delegate that authority to AOC. Justice Madsen asked if any member would like to make a motion, whether one of the three proposed in the decision point or a separate one. Judge Worswick suggested a modified version of the third proposed motion.

Motion: Judge Lisa Worswick

> I move to approve the action of AOC from May 1, 2021 to the present, to ratify the updated click-through agreement drafted by AOC, and to ask that JIS fees be reviewed again next year by the JISC; after further data has been collected, the JISC may revisit the decision of whether or not to delegate authority to AOC for future increases.

Second: Judge Scott Ahlf

Mr. Graham made the suggestion that the motion be amended to include that fee rates would be established on the fiscal year basis (July-June), therefore the review by the JISC should take place in the spring of 2022. Judge Worswick accepted Mr. Graham's friendly amendment.

Motion: Judge Lisa Worswick

> I move to approve the action of AOC from May 1, 2021 to the present, to ratify the updated click-through agreement drafted by AOC, and to ask that JIS fees be reviewed again in the spring of 2022 by the JISC so that any changes may be tied to the state fiscal year; after further data has been collected, the JISC may revisit the decision of whether or not to delegate authority to AOC for future increases.

Second: Judge Scott Ahlf

Voting in Favor: Justice Barbara Madsen, Judge Scott Ahlf, Ms. Mindy Breiner, Mr. Joseph Brusic, Mr. Derek Byrne, Mr. Donald Graham, Judge John Hart, Mr. Frank Maiocco, Ms. Barb Miner, Chief Brad Moericke, Judge Robert Olson, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Judge Lisa Worswick, Ms. Margaret Yetter

Opposed: None.

Abstained: Mr. Dave Reynolds

Absent: Judge Kathryn Loring

The motion passed.

JIS Budget Update

Mr. Christopher Stanley gave an update on the 21-23 Budget and the 2022 Supplemental Budget.

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At the state level, the September revenue forecast was released and added $1 billion to the revenue forecast. As such, the Legislature will be working with over $4 billion in the 2022 session. This amount is enough to replenish the rainy-day fund and still have $1-2 billion remaining for policy initiatives. All indications are that forecasts are still low; the expectation is that there may be additional funds in the November forecast that will add to that $4 billion total. This provides AOC with essential context for making their requests, particularly those relating to IT projects and backfilling the JIS account. As a reminder, AOC has submitted a request for $9.6 million to fill a short-term deficit created by the pandemic. AOC has been working with legislators and legislative staff and Mr. Stanley feels positive about the status of the request.

At the national level, the economy continues to charge forward. Mr. Stanley explained the current supply shortages and inflation, stating that essentially "Americans are buying everything" and the supply chains simply cannot keep up with the demand. As products are rapidly purchased and are unable to be replenished at the same rate, the prices of remaining products are increasing. This issue will likely increase through the holiday season before the economy can right itself.

Mr. Stanley clarified that the budget request has been officially submitted; it has passed through the BJA, the Supreme Court Budget Committee and the full court, and was approved for submission on the first week of October 2021. The estimated request for JIS-related items is roughly $12 million.

Juvenile Detention Data Guidelines

Mr. Dave Reynolds and Dr. Amanda Gilman provided the JISC with an informative overview of the draft Juvenile Detention Data Guidelines. HB 2449 was passed in 2016, which stated that AOC and juvenile court administrators must work to develop a uniform data standard for juvenile detention centers. A workgroup was formed that includes juvenile administrators and court staff from around the state. The workgroup developed the Juvenile Detention Data Guidelines, which have since been reviewed by several stakeholder groups.

Next steps involve working with AOC staff to implement any needed changes (all minor) in JCS and any other relevant systems, providing any training and technical assistance needed to support and educate court staff and stakeholders, and to update and align the data analysis for the annual statewide juvenile detention report with the new guidelines. These guidelines will improve juvenile detention data by providing standard definitions to measure juvenile detention data statewide, which will in turn provide for a more accurate, comprehensive data analysis for annual reporting.

Enterprise Data Repository (EDR) – Operational Status Update

Ms. Tammy Anderson provided an annual operational status update on the Enterprise Data Repository (EDR). Interactions with Seattle Municipal Court (SMC) and Kitsap County District Court have slowed as their project teams work to set their business mapping and integration milestones. This effort for the courts will follow a recommended work-back schedule spanning approximately two and a half years of tasks for the successful integration to the EDR. Communication with the CLJ-CMS Odyssey project team focused on the Odyssey to EDR solution and discovering potential data gaps and/or data clean-up efforts to initiate. This integration solution is planned to be used for our SC-CMS integration to the

EDR as well. AOC's Statewide Data Warehouse team, EDR business analyst, and the KCCO business team have been diligently working together to address and resolve identified data anomalies being sent to the EDR data source. Resolving case management system data anomalies (unmapped data) discovered in the EDR will be an ongoing maintenance activity in order to ensure statewide reporting needs are made available to our courts, judicial partners and others for judicial decision making.

JIS Priority Project #1 (ITG 102): Courts of Limited Jurisdiction – Case Management System (CLJ-CMS)

CLJ-CMS Project Update

Ms. Robinson provided an update on the CLJ-CMS project. The project leadership has been working with Tyler Technologies to officially change the eFiling dates; the decision was made to wait until the legislative budget requests are finalized as there are many factors surrounding the request. The project team has been heavily involved in data validation for the pilot courts which is going well and will continue through pilot release. The team is also configuring Odyssey to best work for Washington CLJ courts. The technical team recently began working on the behind-the-scenes work required to ensure that Odyssey works well with our other AOC systems. The monthly project newsletter continues to be published and the project website was recently redesigned.

Quality Assurance Assessment Report

As Mr. Allen Mills was absent, no overview of the September QA Assessment Report for the CLJ-CMS project was given. The full report can be found in the JISC meeting packet.

Data Dissemination Committee (DDC) Report

Judge John Hart announced that as there were no new agenda items, the October Data Dissemination Committee meeting was cancelled. As such, no report was given.

Meeting Wrap Up & Adjournment

Ms. Vonnie Diseth announced that Mr. Kevin Ammons had recently been promoted to the role of AOC's Information Services Division Associate Director. Mr. Ammons previously held the position of Project Management Office & Quality Assurance Manager.

Justice Madsen adjourned the meeting at 11:21 am.

Next Meeting

The next meeting will be December 3, 2021, via Zoom from 10:00 a.m. to 12:00 p.m.

Action Items

	Action Items	Owner	Status

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