JUDICIAL INFORMATION SYSTEM COMMITTEE

December 3, 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
Judge Kathryn Loring
Mr. Frank Maiocco
Ms. Barb Miner
Judge Robert Olson
Mr. Dave Reynolds
Judge Lisa Worswick

Members Absent:
Chief Brad Moericke
Ms. Paulette Revoir
Ms. Dawn Marie Rubio
Ms. Margaret Yetter

AOC Staff Present:
Mr. Kevin Ammons
Ms. Tammy Anderson
Mr. Spence Cearns
Ms. Vonnie Diseth
Mr. Curtis Dunn
Mr. Rob Eby
Ms. Christy Hunnefield
Mr. Dirk Marler
Ms. Anya Prozora
Ms. Cat Robinson
Mr. Christopher Stanley
Mr. Garret Tanner
Ms. Angie Wirkkala

Guests Present:
Ms. Kym Foster
Mr. Allen Mills
Ms. Heidi Percy
Mr. Terry Price
Mr. Christopher Shambro
Ms. Catherine Sloan

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Call to Order & Approval of Meeting Minutes

Justice Barbara Madsen called the Judicial Information System Committee (JISC) meeting to order at 10:04 a.m. This meeting was held virtually on Zoom.

Ms. Vonnie Diseth reported that Ms. Vicky Cullinane, the AOC Business Liaison to the JISC, left AOC in late October. A replacement has not yet been hired, but recruitment is underway. Ms. Diseth asked that if anyone has any JISC-related questions in the interim, that they please contact herself, Mr. Kevin Ammons, or Ms. Anya Prozora.

Justice Madsen asked if there were any changes or additions to be made to the October 2021 meeting minutes. Hearing none, the meeting minutes were deemed approved as written.

JIS Budget Update

Mr. Christopher Stanley gave an update on the 21-23 Budget and the 2022 Supplemental Budget. In terms of the JIS account, three packages relating to the account are receiving good feedback. A $16.8 million cash deficit has been projected at the end of the biennium. Indications are that legislators understand the problem and are willing to find a solution. Mr. Stanley noted that this package will be a one-time fix for this biennium, so AOC and the JISC will need to determine over the coming year how IT Infrastructure will be funded in the future, as the current funding source and mechanism is unsustainable. Mr. Stanley emphasized that no matter what, there will be a cash deficit at the end of the biennium. AOC is working closely with legislative staff and the Office of Financial Management to

ensure all are in alignment on the magnitude of the problem and what the solution is. There is currently a $5 million cash deficit. Because of this, Mr. Stanley announced that for the time being the external equipment replacement program is being put on hold. If the Legislature provides funding, AOC will reexamine external equipment replacement following the end of the legislative session. Mr. Stanley will be able to provide the JISC with more information on this as the legislative session progresses.

Ms. Barb Miner asked what is specifically is being delayed at this time and who is being impacted. She expressed concern as many Clerk's offices across the state are dependent on the equipment replacement program. Mr. Stanley said he would look into these details and send the information out as soon as possible. Justice Madsen reminded everyone that equipment replacement has always been last in the line of priorities, and that Mr. Ramsey Radwan had predicted in past JISC meetings that AOC would need to eventually stop equipment replacement. She emphasized that we currently have no funding, so this is a very low priority. Equipment replacement will be reexamined in the future, but the highest priority right now is finding a revenue stream to fill the deficit.

Mr. Stanley then introduced Ms. Angie Wirkkala, AOC's new Comptroller, who will be replacing Mr. Sam Knutson as he transitions to a different role prior to retirement.

Decision Point: Approval of JIS Data Standards v2.0.8

Ms. Tammy Anderson provided some background information on this decision point. The JIS Data Standards contain the general and specific data elements that local automated court record systems must send to the EDR for sharing on a statewide basis. The statewide standards are necessary to ensure the availability and integrity of statewide information on which all courts, judicial partners, AOC, and the general public depend. The standards specify that changes to the contents of the standard are to be approved through the ITG process, with the JISC as the approving authority. In December 2015, the JISC approved a process for interim updates to be made to the Standards wherein AOC was able to grant provisional approval. These interim updates are considered 'provisionally approved' and are submitted to the JISC for review and final approval at the end of each calendar year. The current JIS Data Standards (version 2.0.7) were approved by the JISC on December 4, 2020.

Following brief clarifying discussion, Justice Madsen asked for a motion to approve the JIS Data Standards.

Motion: Mr. Donald Graham

> I move to approve the JIS Data Standards for Local Automated Court Record Systems (Data Standards) version 2.0.8 with all changes that have been provisionally approved.

Second: Judge Robert Olson

Voting in Favor: Judge Scott Ahlf, Ms. Mindy Breiner, Mr. Joseph Brusic, Mr. Derek Byrne, Mr. Donald Graham, Judge John Hart, Judge Kathryn Loring, Justice Barbara Madsen, Mr. Frank Maiocco, Ms. Barb Miner, Judge Robert Olson, Mr. Dave Reynolds, Judge Lisa Worswick

Opposed: None.

Absent: Chief Brad Moericke, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Ms. Margaret Yetter

The motion passed.

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

CLJ-CMS Project Update

Ms. Diseth announced that Ms. Cat Robinson would be leaving the CLJ-CMS project for a new position outside of AOC. Committee members expressed their thanks to Ms. Robinson for her leadership and hard work on the project, and wished her well in her new position. Ms. Diseth then introduced Mr. Garret Tanner as Ms. Robinson's successor. Mr. Tanner has been working on the project since May 2021 as the Deputy Project Manager and is well positioned to take over as Project Manager. Recruitment for a new deputy will commence shortly.

Ms. Robinson provided an update on the CLJ-CMS project. The project team has continued to work on the technical components of the project. They are doing well and are making good progress. The team has also been working closely with Tyler Technologies to verify the data that will be converted; this too is going well. The second data conversion will finish in December 2021, and the third will start again in January 2022. The Pilot courts are on track for a fall 2022 release.

Quality Assurance Assessment Report

Mr. Allen Mills, with the project's QA vendor Bluecrane, provided an overview of the May QA Assessment Report for the CLJ-CMS project. The full report can be found in the JISC meeting packet.

Data Dissemination Committee (DDC) Report

Judge Scott Ahlf provided an update on the work of the Data Dissemination Committee, as Judge Hart was experiencing technical difficulties. Meeting details and decisions can be found in the DDC minutes on the Washington Courts website.

Meeting Wrap Up & Adjournment

Justice Madsen adjourned the meeting at 10:49 am.

Next Meeting

The next meeting will be February 25, 2022, via Zoom from 10:00 a.m. to 12:00 p.m.

Action Items

	Action Items	Owner	Status

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