Courts of Limited Jurisdiction Case Management System (CLJ-CMS)

Project Update

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CLJ-CMS Project Manager

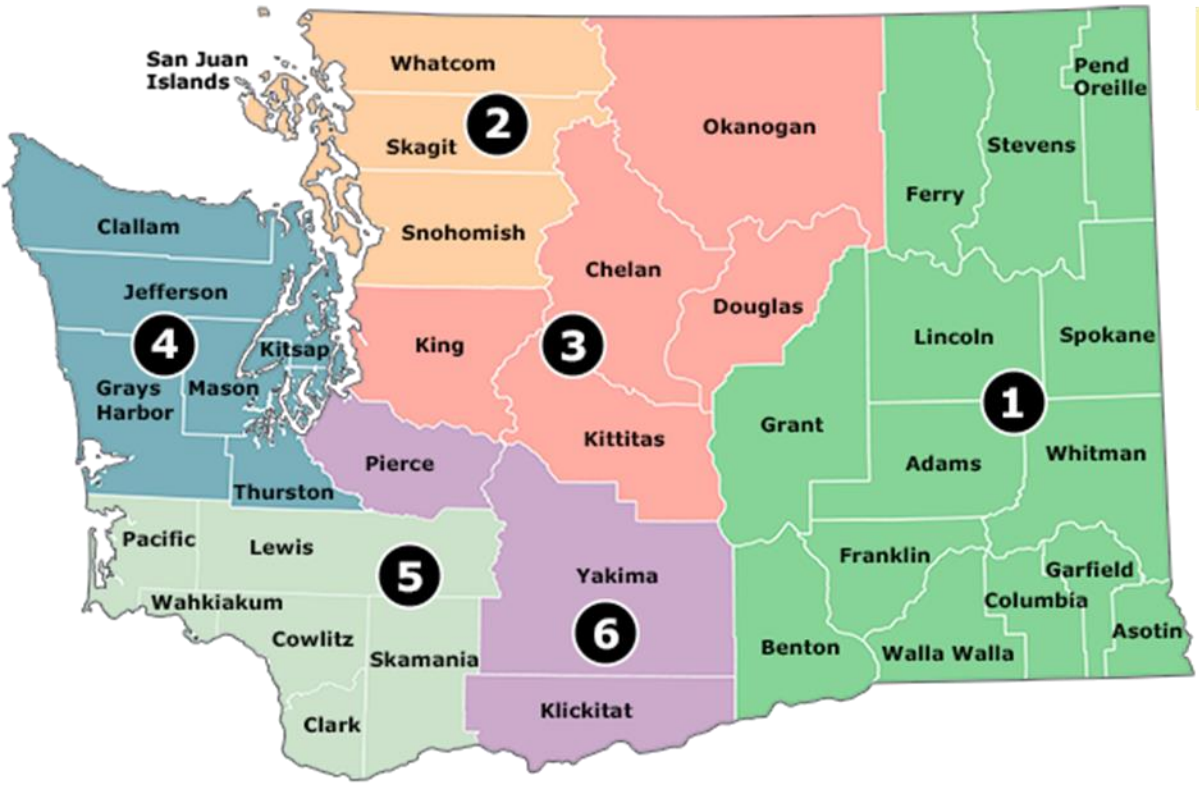
February 25, 2022

Project Scope

Three components:

- eFiling - Odyssey File and Serve (OFS)
- Odyssey Case Management System (CMS)
- Tyler Supervision (TSUP)

Project Timeline



Pilot Courts: October 2022
Pierce District, Tacoma Municipal,
Gig Harbor Municipal, Fircrest/Ruston Municipal

Phase 1: September 2023
Eastern Washington - Adams, Asotin, Benton, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, and Whitman

Phase 2: April 2024
North Washington - Island, San Juan, Skagit, Snohomish, and Whatcom

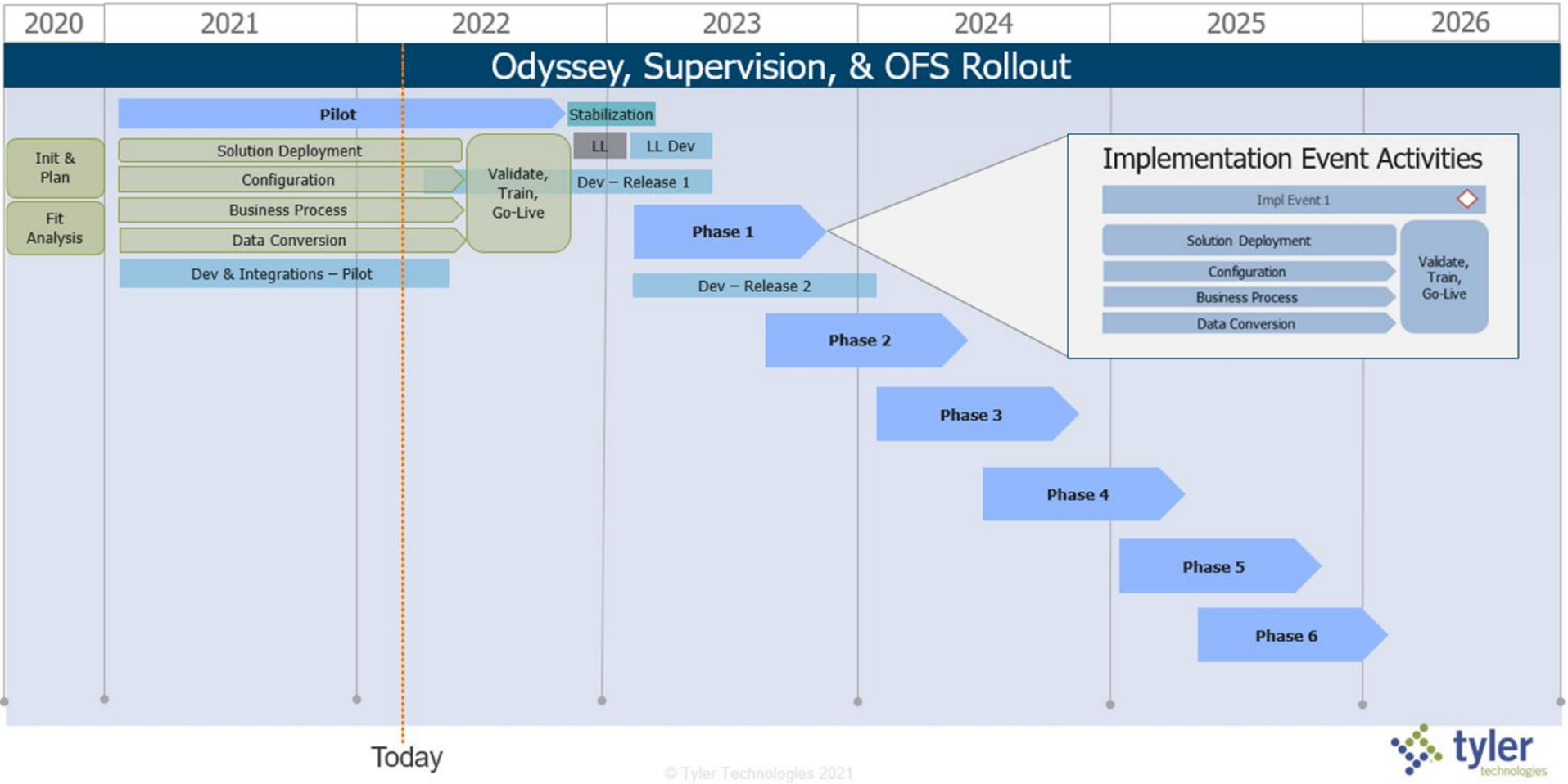
Phase 3: September 2024
North Central Washington - Chelan, Douglas, King Municipals, Kittitas, and Okanogan

Phase 4: March 2025
Western Washington - Clallam, Grays Harbor, Jefferson, Kitsap, Mason, and Thurston

Phase 5: August 2025
Southwest Washington - Clark, Cowlitz, Lewis, Pacific, Skamania, and Wahkiakum

Phase 6: January 2026
South Central Washington - Klickitat, remainder of Pierce Municipals, and Yakima

Project Timeline



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Recent eFiling Project Activity

AOC submitted a change request to delay eFiling

- Tyler and AOC agreed to wait until after the result of the 2022 legislative budget request to engage in further negotiations

Recent CMS Project Activity

- ✓ Odyssey 2022.1 upgrade applied to Dev
  - ❖ First round testing est. complete March 4
- ✓ Data Push 3 (of 5) completed
  - ❖ Data Review est. complete February 25
- ✓ Configuration questionnaires ready for distribution to Pilot Courts during Kick-off

Project Outreach

- ✓ Monthly newsletter on regular cadence
  - ❖ Focus on Court Business Processes & Organizational Readiness
  - ❖ Introducing IT / Infrastructure Readiness
- ✓ Pilot Court Kick-off meetings scheduled starting February 28

Work in Progress

- Technical Sprint 10 continues
- Data validation for pilot release number 3 (of 5) in progress
- Configuration & Testing of Odyssey 2022.1 ongoing

Active Project Risks – February 2022

Total Project Risks			
Low Risk	Medium Risk	High Risk	Closed
2	3	7	16

High Risks Status		
Risk	Probability/Impact	Mitigation
IT Constraints – When users experience technical difficulties IT support is not as readily available as if the user was working in the office.	Moderate/Moderate	(September 22, 2020) If users experience issues, encourage them to reach out to IT support and request assistance. If additional support is required, work with the infrastructure team to help.
Equipment Funding – Additional funds may be needed to assist some courts with the local equipment purchases.	Moderate/Moderate	(September 22, 2020) If the CLJ-CMS project uses a similar funding model to the SC-CMS, then there are additional complexities to consider. There are significantly more CLJ courts which adds to the need.

Active Project Risks – February 2022

Active Risks Status	
Risk	Mitigation
Local Rule – In order for eFiling to be mandatory courts need to enact a local rule. Some courts could choose not to enact the rule or make eFiling mandatory.	(September 30, 2021) The DMCMA/DMCJA are encouraging their associations to enact the rule. This will be dependent on how eFiling is funded.
Legality of charging for filings on cases – A question was posed if it was legal to charge for filings on cases.	(September 30, 2021) The PSC made a decision to make eFiling on criminal cases optional with a fee charged if used. AOC is working with the AG to gain clarification on questions raised. If the funding model for eFiling is adjusted, then this issue will be mitigated by the change as there will be no fees for filings.
Odyssey version to be used – In November 2021, Tyler determined that Odyssey 2019 would not be compatible with some of the mandatory requirements.	(February 1, 2022) In January the vendor formally recommend Odyssey version 2022.1 be used for Pilot Court Go-Live, followed by an upgrade to version 2023.x ahead of Phase 1. Version 2022.1 has been installed on our Development environment and is currently being reviewed by our Quality Assurance and Business Analyst teams.

Active Project Risks – February 2022

High Risks Status		
Risk	Probability/Impact	Mitigation
Tyler Supervision – Tyler has not done a statewide implementation of their new Supervision module. Previous implementations have always been with individual probation departments.	Likely/Major	(February 17, 2021) AOC PM and Tyler PM are working closely to best align the process for a statewide implementation vs. an individual one.
Tyler Supervision/Odyssey Integrations – The two products are not yet seamlessly integrated.	Likely/Moderate	(February 17, 2021) AOC PM and Tyler PM meeting regularly to discuss what is necessary for integrations.
Local Integrations – Some courts have local systems that they would like integrated with Odyssey.	High/High	(January 18, 2022) The Project Steering Committee held an Executive Session to discuss Local Integration needs. The PSC agreed for AOC to complete analysis by end of Q1, 2022 before taking further action.

Active Project Risks – February 2022

High Risks Status		
Risk	Probability/Impact	Mitigation
Performance Issues – It is possible that users will feel that Odyssey works less efficiently than the legacy system due to changing processes and procedures.	Moderate/Moderate	(September 22, 2019) Working with the SC Team to understand the perceived issues. Focusing on messages to the courts. Educating the courts on ways to work with the new system
Staffing / Hiring – CLJ-CMS has been unable to fill several key positions. As of February 2022, CLJ-CMS has 11 project positions open. If these positions are not filled there may be impacts to the schedule.	Certain/Moderate	(February 25, 2022) Probability changed from likely to certain. Possible solutions are being addressed by AOC.

Next Steps

Milestone	Date
Approve data conversion push 3 of 5 (Pilot courts)	Est. complete February 25, 2022
Kick-off for Pilot courts	Est. start February 28, 2022
Technical Sprint 10	Est. complete February 28, 2022
Odyssey 2022.1 First Round Testing	Est. complete March 4, 2022
Odyssey 2022.1 Upgrade to Conv / Prod	Est. complete March 7, 2022
Technical Sprint 11	Est. complete March 14, 2022
Technical Sprint 12	Est. complete March 28, 2022
Go-live Pilot courts	October 2022

Independent Quality Assurance Update

Mr. Allen Mills
Bluecrane, Inc.