JUDICIAL INFORMATION SYSTEM COMMITTEE

June 24, 2022
10:00 a.m. to 12:00 p.m.
Online Zoom Meeting

Minutes

Members Present:
Justice Barbara A. Madsen, Chair
Judge Scott K. Ahlf
Mr. Donald Graham
Judge John Hart, Vice-Chair
Judge Kathryn Loring
Mr. Frank Maiocco
Chief Brad Moericke
Judge Robert Olson
Ms. Paulette Revoir
Ms. Dawn Marie Rubio
Ms. Margaret Yetter

Members Absent:
Ms. Mindy Breiner
Mr. Joseph Brusic
Mr. Derek Byrne
Ms. Barb Miner
Mr. Dave Reynolds
Judge Lisa Worswick

AOC Staff Present:
Mr. Kevin Ammons
Mr. Kevin Cottingham
Ms. Vonnie Diseth
Mr. Rob Eby
Mr. Arsenio Escudero
Mr. Dirk Marler
Mr. Dexter Mejia
Ms. Anya Prozora
Mr. Chris Stanley
Mr. Garret Tanner

Guests Present:
Ms. Ellen Attebery
Judge Valerie Bouffiou
Ms. Gail Cannon
Judge Patti Connolly Walker
Ms. Kym Foster
Judge Pauline Freund
Mr. Matthew Gil
Judge Jessica Giner
Ms. Linda Hagert
Ms. Jennefer Johnson
Ms. LaTricia Kinlow
Judge Debra Lev
Ms. Stephanie Metcalf
Mr. Allen Mills
Judge Kara Murphy Richards
Ms. Kristine Nisco
Ms. Maryam Olson
Ms. Heidi Percy
Mr. Terry Price
Ms. Sonia Ramirez
Ms. Kathy Seymour
Mr. Christopher Shambro
Judge Charles Short
Judge N. Scott Stewart
Judge Kimberly Walden
Judge Krista White Swain
Ms. Bonnie Woodrow
Ms. Deana Wright

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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 10:00 a.m. This meeting was held virtually on Zoom.

Justice Madsen asked if there were any changes or additions to be made to the April 2022 meeting minutes. Hearing none, the meeting minutes were approved as written.

Justice Madsen also made note that Judge Lisa Worswick would be stepping down from her position on the Committee at the end of her term on July 31, 2022. As such, the Court of Appeals will be nominating a new COA judge for appointment to the JISC.

JIS Budget Update & JIS Funding Subcommittee Update

Mr. Chris Stanley provided a brief 21-23 budget update. Currently, the JIS account is underspent by approximately $2.4 million, meaning the account deficit is reduced by that amount. Because account revenue continues to collapse, we are looking at a $10.8 million loss by the end of the biennium. This is after the $17.5 million the Legislature recently infused into the account. Mr. Stanley emphasized that these figures make the work of the JIS Funding Subcommittee all the more urgent. He added that this problem (declining/collapsing revenue) is not confined to just the JIS account; other associations and agencies with similarly-sourced accounts are also being affected. The subcommittee has tasked AOC will putting together a package that requests monies from the General Fund. Mr. Stanley will be speaking with the subcommittee in the coming month about what an approach to the Legislature requesting permanent General Fund funding would look like, as well as discussing other potential strategies for JIS funding.

Decision Point: JIS-Link Billing

Mr. Stanley reminded the JISC of the recent changes to the JIS-Link billing over the past year. In May 2021, AOC adopted the first JIS-Link fee increase since 2003, which set the fee at $0.145 per transaction in an attempt to align the fees more closely with the costs of maintaining the system. Shortly after adopting the increased per-transaction, AOC went live with the new, web-based JIS-Link (New JIS-Link) and adopted a temporary transitional billing model to permit JIS-Link users to continue using legacy JIS-Link and experiment with New JIS-Link without incurring additional cost as part of the new system rollout. The transitional billing model is a flat fee for each account based on the new per-transaction fee and a discounted calculation of that individual account's historic usage of the system. In October 2021, JISC reviewed and approved the fee increase and the updated click-through agreement. Members of the JISC also suggested that AOC should bring future fee changes to the JISC at its June meeting, so the effective date of any change could coincide with the new fiscal year.

Particularly over the last six months, AOC has received a number of complaints from users dissatisfied with the transitional billing model and asking to return to the transactional-based fee model. Transitional billing has served its purpose, users have had a chance to practice using both systems, and AOC is ready to return to the regular, transaction-based billing model. This would be in line with much of the feedback it has received from users of the systems. The transitional billing process was adopted to permit users of the JIS-Link system to explore the New JIS-Link system without incurring additional costs on top of their regular, on-going usage. New JIS-Link has been live for a sufficient time for users to experiment with and adjust to the new system. AOC is asking the JISC to approve ending transitional billing and returning to the normal, transaction-based fee model (currently $0.145 per transaction).

Following brief clarifying discussion, Justice Madsen then asked if there was a motion for approving this request.

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Motion: Judge Robert Olson

I move that the JISC approve AOC ending transitional billing and returning to the regular, transaction-based fee model for JIS-Link and New JIS-Link.

Second: Ms. Dawn Marie Rubio

Voting in Favor: Judge Scott Ahlf, Mr. Donald Graham, Judge John Hart, Judge Kathryn Loring, Justice Barbara Madsen, Mr. Frank Maiocco, Chief Brad Moericke, Judge Robert Olson, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Ms. Margaret Yetter

Opposed: None.

Absent: Ms. Mindy Breiner, Mr. Joseph Brusic, Mr. Derek Byrne, Ms. Barb Miner, Mr. Dave Reynolds, Judge Lisa Worswick

The motion passed.

Decision Point: Approval of New CLJ-CMS Project Steering Committee Member

Judge Kimberly Walden spoke on behalf of the CLJ-CMS Project Steering Committee (PSC) and presented their request to appoint a new member to the PSC, who will represent the District and Municipal Court Management Association (DMCMA). This new member would replace outgoing member Ms. Paulette Revoir, who resigned her position from the committee. Judge Walden acknowledged Ms. Revoir and thanked her on behalf of the PSC for her "courageous leadership, her passion and commitment to sustaining and advancing the quality of service and the access to justice the CLJs provide our communities, customers, and justice partners". The DMCMA has nominated Mr. Frankie Peters, Court Executive Officer of Thurston County District Court, to the position. Judge Walden asked that the JISC approve this nomination and appoint Mr. Peters to the CLJ-CMS Project Steering Committee.

Justice Madsen then asked if there was a motion to approve this appointment.

Motion: Ms. Margaret Yetter

I move that the JISC appoint Mr. Frankie Peters, Court Executive Officer of Thurston County District Court, to the CLJ-CMS Project Steering Committee to replace outgoing committee member Ms. Paulette Revoir.

Second: Ms. Paulette Revoir

Voting in Favor: Judge Scott Ahlf, Mr. Donald Graham, Judge John Hart, Judge Kathryn Loring, Justice Barbara Madsen, Mr. Frank Maiocco, Chief Brad Moericke, Judge Robert Olson, Ms. Paulette Revoir, Ms. Dawn Marie Rubio, Ms. Margaret Yetter

Opposed: None.

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Absent: Ms. Mindy Breiner, Mr. Joseph Brusic, Mr. Derek Byrne, Ms. Barb Miner, Mr. Dave Reynolds, Judge Lisa Worswick

The motion passed.

JIS Enterprise Impacts

Mr. Kevin Ammons gave a presentation on JIS Enterprise Impacts, which provided an overview of AOC's IT Governance, how it is used to maximize resources, and explained where work comes from and how it is prioritized. There are two types of teams at AOC: some teams of business and technical staff are focused on supporting specific court levels, application(s), or lines of business. Because of their focus, they may not easily be reassigned to other areas. Other teams support multiple court levels, applications, and lines of business. These staff often apply their expertise to support efforts in multiple areas. Work comes from many different sources, including operations and maintenance work, ITG requests, Legislative mandates, Supreme Court Decisions and Rule changes, data exchanges with non-JIS courts, and judicial partner agencies like Washington State Patrol (WSP) or Department of Licensing (DOL).

Work is prioritized based on critical situations, mandated changes, maintenance and operations, and stakeholder priorities (IT Governance). IT Governance is used for prioritizing projects as the resources available to accomplish ITG requests are limited. Project scheduling is based on ITG prioritizations form the JISC and the Court Level User Groups (CLUGs). There are three IT Governance categories: small projects ('Pebbles') which are $500,000 or less, medium projects ('Rocks') which are greater than $500,000 but less than $1 million, and large projects ('Boulders') which are greater than $1 million.

Some clarifying discussion followed.

HB 1320 Implementation Update

Mr. Ammons gave an update on the HB 1320 implementation project. This legislative mandate is intended to provide uniformity in rules ad procedures for civil protection orders. This includes consolidating all civil protection order case types under one new civil cause of action and expanding existing case types that can accept protection orders. Per the legislation, work must be completed by June 30, 2022. Mr. Ammons provided details on the impacts this will have on JIS, Superior courts, and other systems such as JABS and the Enterprise Data Repository (EDR). He also noted that all divisions of AOC were impacted by this legislation over the last year, and AOC has spent over 10,000 hours implementing it.

Some clarifying discussion followed.

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

CLJ-CMS Project Update

Mr. Garret Tanner provided an update on the CLJ-CMS project. The Pilot Courts have each filed a Local Court Rule to mandate eFiling, each rule filing is currently in its comment period. Data Push 5 of

5 is now complete and the project team has begun work on Data Review 5 and continues to prepare for Solution Validation. The Pilot Court environments have been configured based on the responses received from the Local Court Configuration Questionnaires earlier this year, and the Pilot Courts have also been trained to build Enterprise Justice and Enterprise Supervision forms. Mr. Tanner then reviewed the active project risks and next steps.

Further discussion followed relating to the Third-Party Integrations project risk, specifically if there was a plan for how this risk will be handled in the short-term while a long-term solution is being determined and developed. Justice Madsen noted that there have been discussions about an integration platform and a feasibility study has been completed. Legislative funding was not provided in the 2022 session for this work; a budget proposal for funding for this project is in development to submit as part of a decision package for the next Legislative budget cycle. However, this does not guarantee that funding will be provided. This topic will be brought to the JISC for discussion at the August meeting.

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 John Hart provided an update on the work of the Data Dissemination Committee, which met earlier today. 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 11:50 p.m.

Next Meeting

The next meeting will be August 26, 2022, via Zoom from 10:00 a.m. to 12:00 p.m.

Action Items

	Action Items	Owner	Status

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