JUDICIAL INFORMATION SYSTEM COMMITTEE

April 26, 2024
10:00 a.m. to 12:00 p.m.
Online Zoom Meeting

Minutes

Members Present:
Justice Barbara A. Madsen, Chair
Judge John Hart, Vice-Chair
Ms. Mindy Breiner
Judge Valerie Bouffiou
Mr. Joseph Brusic
Mr. Derek Byrne
Mr. Donald Graham
Ms. Stephanie Kraft
Mr. Frank Maiocco
Judge David Mann
Chief Brad Moericke
Judge Robert Olson
Ms. Heidi Percy
Ms. Dawn Marie Rubio
Ms. Margaret Yetter
Judge Allyson Zipp

Members Absent:
Ms. Paulette Revoir

AOC Staff Present:
Mr. Scott Ahlf
Mr. Kevin Ammons
Mr. Robert Anteau
Mr. Kevin Cottingham
Ms. Vonnie Diseth
Mr. Rob Eby
Mr. Arsenio Escudero
Mr. Jamie Kambich
Mr. Mike Keeling
Mr. Dexter Mejia
Ms. Aryn Nonamaker
Ms. Anya Prozora
Mr. Chris Stanley
Mr. Sree Sundaram
Mr. Garret Tanner
Ms. Christine Winslow

Guests Present:
Chief Justice Steven González
Mr. Allen Mills
Ms. Tammie Ownbey
Mr. Chris Shambro

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Call to Order, Approval of Meeting Minutes & JISC Member Recognitions

Justice Barbara Madsen called the Judicial Information System Committee (JISC) meeting to order at 10:02 a.m. This meeting was held virtually on Zoom.

Justice Madsen asked if there were any changes or additions to be made to the February 23, 2024 meeting minutes. Hearing none, the meeting minutes were approved as written.

JIS Budget Update

Mr. Chris Stanley gave a briefing on the JIS budget. All of AOC's requested packages were funded by the Legislature, including $1.5 million for the JIS package to maintain critical IT infrastructure. This package included funding to implement Cyber Security measures (this funding was specifically for personnel, as the Legislature previously granted equipment funding last year in the 23-25 biennial budget), to continue maintenance and additional development on the Appellate Document Management system (OnBase), and to begin business analysis for Person Records Management and a replacement Appellate Case Management system. Funding for items relating to bills (including ESHB 2384 – Local Traffic Cameras) totaled $3.7 million, and funding for new items including an LFO study and Judicial education totaled $2.2 million.

Mr. Stanley then provided a budget outlook and forecast. The state has had three "banner years", and forecasts indicate a cooling period is now expected, which will mean there will be less funding for the

Legislature to work over the coming year. Mr. Stanley stated that this means it is important to temper our expectations when putting together budget decision packages for the 25-27 biennial budget. He did note that the forecast is not set in stone, but it is far better to ere on the side of caution. There will be three additional forecasts prior to the next Legislative session, which will help provide a clearer picture of what state revenue will look like for the 25-27 biennium.

Mr. Stanley then gave a general timeline of AOC's 25-27 budget request process, including when decision packages will be finalized and approved. Further details and materials on this process have been sent out the Committee.

Legislative Update

Ms. Dawn Marie Rubio gave a brief update on the concluded 2024 Legislative session, and highlighted request legislation that has an impact on the judicial branch that were successfully signed and passed into law. These included requests for a new judgeship and a statutory commissioner in Whatcom County Superior (both of which would be to assist with the water rights adjudication filed by the Department of Ecology), a new judgeship for Clark Superior, notice of court reorganization, and Supreme Court bailiff information-sharing.

Mr. Kevin Ammons briefed the Committee on a recently passed bill with impacts to JIS systems: HB 2384 (Traffic Safety Cameras). This bill allows the use of traffic cameras in towns with 10,000 residents. From a JIS systems point-of-view, this bill will allow for 60-80 new courts to start implementing various types of traffic camera, red light camera, and other vehicle-related violations. As was reported at the February JISC meeting, there are not many changes on the IT side, but substantial work will be needed on the Business side. HB 2384 will require a significant number of changes in law tables within AOC systems, AOC will need to manage all of the law tables from the additional new jurisdictions, and there will be many changes to accounting systems. Given the vast amount of work to onboard these new jurisdictions and make all of the necessary changes, this process could take some years to complete.

JISC Rules Review and Refresh

Mr. Ammons apprised the Committee that AOC has recently conducted a review of the eighteen JISC rules with the intention to identify areas that need to be updated, as the majority of these rules have not been refreshed since 1976. The review revealed that updates are needed for some items that mention older technology, do not reflect modern IT operations, and other areas that have outdated language. AOC proposes to review and refresh, as needed, all of the JISC Rules, and will be dividing the rules into three tranches based on the significance of the updates needed. As an example, the first tranche will contain the rules that require no changes, or only changes to simple terminology and association names. The later tranches will have less rules, but may have more substantive updates. Drafts of proposed updates will be presented at the next three JISC meetings for review and action by the Committee. AOC will then submit all recommendations approved by the JISC to the Supreme Court Rules Committee. The first tranche of revised rules will be brought to the Committee for review and approval at the June 28, 2024 meeting.

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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. CLJ-CMS successfully went live with Fircrest-Ruston Municipal Court on March 18, 2024; Fircrest-Ruston is the second pilot court to implement the new system, following Tacoma Municipal Court in October 2023. The implementation went well, and the project team continues to work with both pilot courts on any issues that arise, and continue to gather lessons learned.

The team is now moving into the Early Adopters phase of the project, which will implement the new system in ten courts later in 2024. The Early Adopter courts have now been identified and confirmed: Asotin District, Cheney Municipal, Colfax Municipal, Columbia District, Douglas District, East Wenatchee Municipal, Franklin District, Garfield District, Grays Harbor District (two locations), and Whitman District (two locations). This group includes seven formal probation departments and three bench probation departments. The project will be kicking off with these courts on Monday, April 29th, with a target go-live date of October 28, 2024. Additionally, the project has begun identifying courts who will be opting in for the next phase of implementations in spring of 2025.

Mr. Tanner then gave details on recent project outreach and other work in progress; he then highlighted updates to the project issues and risks.

Quality Assurance Assessment Report

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

JIS Priority #2 (ITG 1355): Appellate Court Records & Data System (ACORDS)/eFiling Replacement Analysis

Mr. Robert Anteau gave an update on the ACORDS/eFiling Replacement analysis project. Since 2003, the Supreme Court and Court of Appeals have been using an outdated, brittle, and underperforming case management system called Appellate Court Record and Data System (ACORDS). The courts and public users also use an underperforming eFiling system that is separate from other applications and requires significant integration and support. The Appellate Courts Enterprise Content Management System (AC-ECMS) was implemented in 2017 and manages documents and workflows within the courts. This request seeks to replace ACORDS and the current eFiling solutions with a modern, integrated solution to better serve the appellate courts. The chosen solution would also need be able to integrate with AC-ECMS.

In the 2024 supplemental budget, the Legislature provided $400,000 to AOC to conduct an in-depth analysis to document requirements and recommend a strategy to modernize the following functions: reviewing and accepting filings received primarily via electronic filing, managing cases (adding case details, case participants, case events, etc.) in the case management system from inception to final decision, creating and managing the court calendars which, includes sending notifications to parties,

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displaying the calendars on a public facing website, and managing the confirmations resulting from the notifications.

Mr. Anteau then outlined next steps, including creating a project charter, procuring a consultant to conduct the analysis (the analysis would take one year, beginning July 2024), and establishing a steering committee. Beginning in July 2025, AOC and the steering committee will then develop a strategy and plan for procurement and implementation based on the results of the analysis.

JIS Priority Project #4 (ITG 1340): JIS Enterprise Integration Platform Overview

Mr. Sree Sundaram gave an overview on the JIS Enterprise Integration Platform project. Integration is required to make different systems work together. AOC has undertaken projects to simplify integration efforts, including the Information Networking Hub (INH) and the Enterprise Data Repository (EDR). This project seeks to build on those efforts by: establishing an enterprise level integration platform, focusing first on CLJ-CMS, integrate AOC internal systems and applications along with those offered by partner agencies and certain third-party vendors, and provide seamless, secure services in support of the efficient and effective operation of the Washington Judicial Information Systems.

Mr. Sundaram then outlined the project scope, current progress, and the tentative project schedule. Scope will include building an Enterprise Integration Platform (using the Microsoft Azure cloud-based solution), creating a standardized way for external applications and systems to retrieve data from and send data to our modernized IT infrastructure (e.g. OCourt application), ensuring data and application security is fundamental in the design and implementation, and supporting integration efforts as third-party vendors work to connect their systems to the Enterprise Integration Platform.

ITG 1308: Superior Court eFiling Project Overview

Mr. Anteau then gave an overview on the Superior Court eFiling project, which is intended to complete eFilings for the Superior courts that implemented the Enterprise Justice (Odyssey) document management system. These superior courts still rely largely on paper-based processes. The eFiling service requires nothing to be printed, physically stored, or transported to the courthouse. Electronic documents can be prepared and filed remotely from anywhere and at any time. eFiling provides better service to the public, greater efficiency in our courts, and supports the ability to continue conducting essential court business remotely. Following extensive QA and user acceptance testing, the project successfully went live in four pilot counties (Whatcom, Kitsap, Columbia, and Grays Harbor) on April 22, 2024. The project is currently accessing and finalizing the next groups to bring onto the eFiling system.

AOC Disaster Recovery Process Overview

Ms. Christine Winslow gave a brief overview of AOC's bi-annual JIS Disaster Recovery process. These DR exercises are conducted to ensure AOC's ability to recover and resume functionality of JIS systems in the event of a disaster. DR exercises are scheduled and executed twice a year. The Spring test includes an outage experienced by the courts so that AOC can test connectivity through the Internet to their recovered systems. During each test, AOC's Infrastructure team tests procedures for restoring some subset of all of their systems. At the March 2024 test, AOC recovered ACORDS, SCOMIS,

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DISCIS, Odyssey, OnBase, and Biztalk. This exercise was one of the most successful tests ever because AOC recovered the JIS database within twelve hours and the JIS applications themselves within 24 hours. This is the fastest recovery time since AOC's first DR test in March 2006. During this test, AOC also successfully rebuilt its network and confirmed connectivity to the court community at large.

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 11:35 a.m.

Next Meeting

The next meeting will be June 28, 2024, via Zoom from 10:00 a.m. to 12:00 p.m.

Action Items

	Action Items	Owner	Status

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