JUDICIAL INFORMATION SYSTEM COMMITTEE

October 25, 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
Judge Valerie Bouffiou
Mr. Derek Byrne
Mr. Donald Graham
Ms. Stephanie Kraft
Mr. Frank Maiocco
Judge David Mann
Chief Brad Moericke
Judge Robert Olson
Ms. Heidi Percy
Mr. Frankie Peters
Ms. Paulette Revoir
Ms. Dawn Marie Rubio

Members Absent:
Ms. Mindy Breiner
Mr. Joseph Brusic
Judge Allyson Zipp

AOC Staff Present:
Mr. Scott Ahlf
Mr. Kevin Ammons
Ms. Kenzie Amos
Mr. Robert Anteau
Ms. Laura Blacklock
Ms. Brittanie Collinsworth
Mr. Kevin Cottingham
Ms. Vonnie Diseth
Mr. Arsenio Escudero
Mr. Jamie Kambich
Mr. Bijal Karia
Mr. Dexter Mejia
Ms. Uma Nalluri-Marsh
Ms. Aryn Nonamaker
Ms. Anya Prozora
Mr. Chris Stanley
Mr. Garret Tanner
Mr. James Wells

Guests Present:
Ms. Laurie Garber
Mr. Allen Mills
Ms. Tammie Ownbey
Mr. Terry Price
Mr. Chris Shambro

DRAFT

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

J called the Judicial Information System Committee (JISC) meeting to order at 10:03 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 23, 2024 meeting minutes. Hearing none, the meeting minutes were approved as written.

JIS Budget Update

Mr. Chris Stanley gave a JIS budget briefing. The JIS budget was submitted to the Office of Financial Management for inclusion in the Governor's Budget and to the Legislature. Legislative staff will then begin to send AOC questions. Mr. Stanley reminded the Committee that the total IT request is $13.4 million and includes the four decision packages approved by the JISC in August: Migrate Court Reporting Tools to the Cloud, Continue Transition to Cloud-Based Services, Continue Funding Data Quality Initiative, and Fully Support the CLJ-CMS Project. Mr. Stanley noted that based on revenue forecasts, there is expected to be a $4 billion deficit by the start of the 2025 legislative session. This deficit may increase in the coming months. This means funding will be more limited.

Proposed JISC Rules Revisions – Part 3 (of 4)

Mr. Ammons presented the third tranche of proposed revisions to the JISC Rules. These proposed changes are the result of a recent review of the eighteen rules by AOC with the intention to refresh outdated areas to better fit the current state of the Judicial Information System. Mr. Ammons gave a summary of the proposed changes for the following rules: JISCR 5 – Standard Data Elements; JISCR 12 – Dissemination of Court Information; and JISCR 15 – Data Dissemination of Computer-Based Court Information.

Following this discussion, Justice Madsen asked if there was a motion to approve these proposed revisions so that they may be sent to the Supreme Court Rules Committee for requested amendment.

Motion: Judge Robert Olson

I move to propose to the Supreme Court Rules Committee to amend the following JISCRs as edited during today's meeting: JISCR 5 – Standard Data Elements; JISCR 12 – Dissemination of Court Information; and JISCR 15 – Data Dissemination of Computer-Based Court Information.

Second: Ms. Dawn Marie Rubio

Voting in Favor: Judge Valerie Bouffiou, Mr. Derek Byrne, Mr. Donald Graham, Judge John Hart, Ms. Stephanie Kraft, Justice Barbara Madsen, Mr. Frank Maiocco, Judge David Mann, Chief Brad Moericke, Judge Robert Olson, Ms. Heidi Percy, Mr. Frankie Peters, Ms. Paulette Revoir, Ms. Dawn Marie Rubio

Opposed: None.

Absent: Ms. Mindy Breiner, Mr. Joe Brusic, Judge Allyson Zipp

The motion passed.

These approved proposed amendments will be prepared for submittal to the Supreme Court by the end of the year. One additional tranche of proposed JISC rule amendments (JISCR 13 – Local Court Systems) will be brought to the JISC for review and approval in early 2025.

Person Business Rules Committee Update – Contract Analysis & Strategy Work

Mr. Dexter Mejia gave an update on the work of the Person Business Records Advisory Committee. This committee was created earlier this year to help with the rework of the Person Business Rules (PBR). Since this effort began, the committee has been meeting each month. They have updated the purpose and scope of the Person Business Rules, have communicated with County Clerks to ensure current PBRs are being followed to minimize data quality issues, and are working to overhaul the overarching PBR policy statements to better reflect the current state of systems and processes. A Statement of Work has been completed to seek a vendor to consult, analyze, and strategize the management of person records statewide. Procurement is underway, and bids are expected to come in on November 1st. Once a vendor is identified and contracted, the analysis work is estimated to take about six months.

DRAFT

AOC is recommending a permanent PBR advisory committee be established as this effort continues. Mr. Mejia will be drafting a decision point to establish this permanent committee to bring to the JISC at the December meeting.

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 project has recently published their updated implementation list and have reached out to the next set of courts the project wishes to implement. This next group is called 2025 Event 1. The implementation list was drafted with the support of the Project Steering Committee and identifies seven more court go-live events ranging from sixteen-twenty-one courts; this puts project completion in 2027. The project is currently in the process of going live with the nine Early Adopter courts: Asotin District, Cheney Municipal, Colfax Municipal, Columbia District, Franklin District, Garfield District, and Whitman District (two locations). The project team and court staff will be working on go-live activities through the weekend and will officially open for business in CLJ-CMS systems on Monday, October 28, 2024.

Other recent activities included holding online demonstrations in mid-October, and planning two additional outreach events this year (in Vancouver and Yakima), as well as providing ongoing support for the two implemented courts (Tacoma Municipal and Fircrest-Ruston Municipal). Mr. Tanner then gave details on other work in progress; she 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 September QA Assessment Report for the CLJ-CMS project. The full report can be found in the JISC meeting packet.

Kitsap District Court Integration to EDR Go-Live

Ms. Vonnie Diseth announced that on September 21, 2024, AOC and Kitsap District Court went live with the integration between Kitsap District's new case management system to the Enterprise Data Repository (EDR). This is a significant achievement, as this effort has been in the works for several years. Kitsap District's integration is the fifth integration to the EDR since its inception. There are three more planned integrations that will take place over the next few years, including Spokane Municipal, Odyssey Superior courts, and Pierce County.

Update on Other Juvenile Court Projects

Ms. Uma Nalluri-Marsh gave an update on several projects for the Juvenile Courts: ITG 248 – Juvenile Court Assessment Tool, ITG 1332 – JCS Platform Migration, IT 1369 – Juvenile Records to DOL Exchange, and ITG 1373 – Replace JCS.

Ms. Nalluri-Marsh provided some background information on the Juvenile program projects. Relating to the Juvenile Court Assessment Tool (JCAT) project, Iteration 1 business requirements and functional and technical design is complete, and development is in progress with quality assurance testing

DRAFT

beginning in November. Work has also begun on business requirements for Iteration 2. The other three ITG requested projects have been authorized and are currently waiting for resources.

Data Dissemination Committee (DDC) Report

Judge 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

Ms. Diseth apprised the Committee of AOC's recent participation in a cyber security and disaster recovery workshop, which was sponsored by the National Center for State Courts (NCSC), the Conference of Chief Justices, and the Conference of State Court Administrators. The purpose of the workshop was to improve the cyber security knowledge, posture, and ability of the AOC and courts to respond to a cyber security incident. AOC will be briefing the Committee on the workshop at the December JISC meeting.

Justice Madsen adjourned the meeting at 11:24 a.m.

Next Meeting

The next meeting will be December 6, 2024, via Zoom from 10:00 a.m. to 12:00 p.m.

Action Items

	Action Items	Owner	Status

DRAFT