JISCR 13 – ELECTRONIC ~~LOCAL~~ COURT RECORD SYSTEMS

Preamble

The purpose of this rule is twofold: to provide guidance to the local court and the Administrative Office of the Courts (AOC) when a local court intends to establish or replace an alternative electronic court record system in lieu of using the statewide court record system and to facilitate statewide data sharing in support of judicial decision making and public safety.

(a) An "electronic court record system" is any electronic court data technology system that is a source of statewide court data identified in the JIS Data Standards for Alternative Electronic Court Record Systems ("JIS Data Standards").

(b) Counties or cities may establish or replace local alternative electronic court record systems in compliance with procedures established by the Judicial Information System Committee (JISC). Counties or cities wishing to establish or replace a local alternative electronic ~~automated court~~ record system~~s~~ shall provide advance notice~~ of the proposed development~~ to the~~ Judicial Information System Committee~~ JISC and the Administrative Office of the Courts (AOC) ~~Office of the Administrator for the Courts~~ at least 90 days prior to the start of the procurement process ~~commencement of such projects~~ for the purpose of review and ~~approval~~ coordination.

(c) Upon receipt of notice, AOC, on behalf of the JISC, will transmit to the local jurisdiction an information packet including, but not limited to, the JIS Data Standards, corresponding Implementation Plan, information on the IT Governance process, and the statewide data repository onboarding process. The local court and/or county clerk will meet with the AOC to discuss the information packet, the schedule for implementation, and ongoing obligations. The schedule for the local electronic court record system to begin sending data should not have an implementation date of more than two months from the local jurisdiction's implementation of the local electronic record system, unless agreed by the presiding judge and/or county clerk and AOC.

(d) After meeting with AOC to discuss the information packet, the presiding judge and/or county clerk will certify that they accept the obligation to comply with the JIS Data Standards and the corresponding Implementation Plan, to provide a system that will send the data to the statewide data repository, and to maintain and support the court's local system and the integration with the statewide data repository. AOC will certify that they will support the Implementation Plan and maintain and support the statewide data repository and the integration interface provided for local electronic record systems.

(e) Individual courts and/or county clerks are responsible for arranging resources for implementing and maintaining locally procured electronic court record systems and for programming and testing local systems that interface with the statewide data repository.

(f) As soon as practicable after selection of an electronic court record system the court will provide a project schedule and a detailed plan for integration to the statewide data repository and will also provide ongoing updates and changes to the schedule and plan.

(g) The court and/or county clerk will supply data to the statewide data repository in accordance with the JIS Data Standards. Any exchange with the statewide data repository will contain the full and complete set of data in accordance with the JIS Data Standards.

Comments:
This rule recognizes that early and frequent communication and collaboration between the local court and the AOC is essential for success. This rule also acknowledges that the Judicial Information System Committee (JISC) and the AOC set statewide information technology (IT) priorities through a JISC-adopted IT governance process.