JUDICIAL INFORMATION SYSTEM COMMITTEE

December 6, 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
Chief Brad Moericke
Ms. Heidi Percy
Mr. Frankie Peters
Ms. Paulette Revoir
Ms. Dawn Marie Rubio
Judge Allyson Zipp

Members Absent:
Ms. Mindy Breiner
Mr. Joseph Brusic
Judge David Mann
Judge Robert Olson

AOC Staff Present:
Mr. Scott Ahlf
Mr. Kevin Ammons
Ms. Kenzie Amos
Mr. Robert Anteau
Ms. Laura Blacklock
Ms. Brittanie Collinsworth
Ms. Vonnie Diseth
Mr. Rob Eby
Mr. Arsenio Escudero
Mr. Matthew Flack
Ms. Wendy Ferrell
Mr. Patric Haerle
Mr. Jamie Kambich
Mr. Bijal Karia
Mr. Dexter Mejia
Ms. Aryn Nonamaker
Ms. Anya Prozora
Mr. Chris Stanley
Mr. Garret Tanner
Ms. Lorrie Thompson
Ms. Jennifer Wagner
Mr. James Wells

Guests Present:
Mr. Jerry Cornfield
Ms. Lea Ennis
Ms. Laurie Garber
Mr. Drew Mikkelsen
Mr. Terry Price
Mr. Chris Shambro

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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 10:02 a.m. This meeting was held virtually on Zoom.

Justice Madsen reminded the Committee members that a separate Executive Session would be held immediately following the JISC meeting. She then asked if there were any changes or additions to be made to the October 25, 2024 meeting minutes. Hearing none, the meeting minutes were approved as written.

Introduction of New AOC Cyber Information Security Officer, Matthew Flack

Mr. Kevin Ammons introduced Mr. Matthew Flack, AOC's new Cyber Information Security Officer (CISO). Mr. Flack joined AOC on November 1, and his first few weeks were very much trial-by-fire, as his first day coincided with the beginning of the Cyber Event. Mr. Ammons added that Mr. Flack

immediately made significant, positive contributions, and has been an instrumental part of the event response effort over the last month. Mr. Flack recently retired from a 22-year career in the U.S. Army, where he held several positions in IT Operations and Cyber Security, including most recently serving as a Senior Cyber Security Advisor to the U.S. Army Cyber Command at Fort Eisenhower, GA, where he was the head of the cyber security response team. Justice Madsen welcomed Mr. Flack, and added that she has been very impressed with his work thus far throughout the Cyber Event.

JIS Budget Update

Mr. Chris Stanley gave a JIS budget briefing. Recent revenue forecasts show a significant state deficit, which has resulted in a number of communications from the Governor's Budget Office. Executive branch agencies have been asked to work on reductions. While the Judicial branch has not been asked for reductions to the base, it has been asked to trim back its overall budget request. Given the limited time in which to do this, the Supreme Court has opted to make a general budget request reduction of ten percent. The budget deficit is being characterized by OFM as $10-12 billion. The Governor's budget is due to the Legislature by December 20th. Mr. Stanley will update the JISC when the budget is released. Due to the Legislature's ongoing fix of depositing $10 million a year from the General Fund into the JIS fund, the JIS fund is solvent and in a good position of breaking even every year.

Decision Point: Establish Long-Term Person Business Rules (PBR) Sub-Committee

Mr. Dexter Mejia briefly summarized his presentation to the JISC in October about the work of the Person Business Rules Advisory Committee, which is continuing to review and make the necessary modifications to the purpose and policy statements of the current person business rules. This work is in an effort to better align with the current state and the future landscape, and ultimately to improve the quality of person records that are captured, shared, and managed across the different systems.

Mr. Mejia is asking the Committee today to approve the establishment of a permanent Person Business Rules (PBR) Subcommittee. This request is based on a recommendation from the current PBR Advisory Committee, as well as AOC. The PBR Subcommittee would continue the work of the current advisory committee in: the analysis, enhancements, and updating of the existing Person Business Rules to reflect the current and future landscape of person records management by the Courts and AOC; proposing policy and process changes to the Person Business Rules, and any related procedures to holistically address person management for the Courts; and advise and propose resolution to person records issues impacting the Courts.

If the subcommittee is approved today, the charter from the current advisory committee will be reused, with the same stakeholder representation structure, but there will be slight adjustments to the purpose and membership terms. Mr. Mejia would then go back to the court associations to solicit and/or reaffirm membership. At this time, many of the current members are eager and willing to serve on the permanent subcommittee.

Justice Madsen asked if there was a motion to approve establishing a permanent PBR Subcommittee.

Motion: Ms. Heidi Percy

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> I move that the JISC approve the establishment of a permanent Person Records Business Rules Subcommittee to continuously examine, improve, and uphold the integrity of person records entered, updated, and stored in court case management systems for the State of Washington.

Second: Chief Brad Moericke

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

Opposed: None.

Absent: Ms. Mindy Breiner, Mr. Joe Brusic, Judge David Mann, Judge Robert Olson

The motion passed.

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 nine Early Adopter (EA) courts (Asotin District, Cheney Municipal, Colfax Municipal, Columbia District, Douglas District, East Wenatchee Municipal, Franklin District, Garfield District, and Whitman District (2 locations)) successfully went live with Enterprise Justice, Enterprise Supervision, eFile & Serve, and Defendant Access on October 28, 2025. Unfortunately, due to the Cyber Event in November, the CLJ-CMS team were required to return home from EA court locations after one week of on-site go-live support. The project continues to support the EA courts remotely, and have recently returned to court locations this week through next week so that they may wrap up certain implementation activities.

Also due to the Cyber Event, the two scheduled outreach events in Vancouver and Yakima were cancelled, and will be rescheduled in 2025, along with additional outreach sessions in other locations and online. Mr. Tanner then gave details on other work in progress and next steps; he then highlighted updates to project issues and risks. Additionally, Tyler Technologies will be on-site in early February and will work with AOC and the project to review assumptions and priorities for the year, and to build a new strategic plan for 2025 and beyond.

Quality Assurance Assessment Report

Mr. Allen Mills, with the project's QA vendor Bluecrane, was absent and no QA Assessment Report was given. The full report can be found in the JISC meeting packet.

Additional Updates

Update on JISC Rule Submission to Supreme Court Rules Committee

Mr. Ammons updated the JISC on the progress of the JISC Rule submission to the Supreme Court Rules Committee. Sixteen JISC rules (all but Rule 12, which did not have any proposed changes, and Rule 13, which has yet to be brought to the JISC for discussion) were submitted to the Rules Committee, and they are now all out for comment by order of the Supreme Court. The comment period is scheduled to end on April 30, 2025, after which the Rules Committee will decide whether to adopt (in whole, in part, or with modifications) or reject the proposed amendments.

Update on Enterprise Justice 2023 Upgrade for Superior Courts
Ms. Vonnie Diseth reported that the Enterprise Justice 2023 upgrade for Superior Courts will be taking place this weekend, and will go live on Monday, December 9, 2024.

Business Objects (BIT) Upgrade
Ms. Diseth also reported that the Business Objects (BIT) upgrade, which was originally scheduled to take place on December 14, 2024, has been delayed due to the Cyber Event. Changes need to be made to the end user authentication which were not planned for in the original upgrade; this work is now underway. No new implementation date has been determined at this time, but AOC will notify courts when the new upgrade date has been fixed.

WA Courts Network Outage Briefing

Ms. Diseth and Mr. Ammons gave a briefing on the recent Cyber Event and WA Court Network Outage. Ms. Diseth reminded those present that there is certain information regarding the security of the Washington Courts computer systems and network that cannot be divulged. AOC will share the information that they can, but may not be able to answer some questions due to the nature of the information and the need to protect the systems and network. The briefing included a high-level overview of what happened, a timeline of events, AOC priorities and other activities, communications (what did and did not work), the good news, a national perspective on cyber security from the CCJ/COSCA Cyber Security & Disaster Recovery Summit, and next steps.

It was noted that forensic analysis revealed that this was not a targeted attack on AOC, nor the Judicial Branch. Due to the quick actions of AOC staff, a ‘probable’ ransomware or data exfiltration attack was thwarted. There is no evidence that court or personal data was accessed, altered, or removed to any outside entities. The Microsoft cyber security experts commended the AOC team for “making the right decisions at the right time” and embracing security change recommendations despite the quick implementation timeframe. Ms. Diseth also recognized and commended Mr. Ammons, Mr. Flack, and Ms. Christine Winslow (ISD Infrastructure Services Manager), who were key players in leading and managing response efforts throughout the event. Justice Madsen also commended AOC for their hard work and diligence throughout the whole event.

AOC expects that recovery and restoration activities will continue throughout the remainder of the month, as there is a significant amount of work that remains to be completed to fully restore all services.

Data Dissemination Committee (DDC) Report

Judge Hart reported that the Data Dissemination Committee did not meet this month.

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Meeting Wrap Up & Adjournment

Justice Madsen adjourned the meeting at 11:12 a.m.

Next Meeting

The next meeting will be February 28, 2025, via Zoom from 10:00 a.m. to 12:00 p.m.

Action Items

	Action Items	Owner	Status

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