IT Governance

JISC IT Governance
Priority Request Summaries

Request ID: 121 – Superior Court Data Exchange		
Current Status: **In Progress**		
Description: The SCDX project will develop a data exchange that will enable transmitting court case and person data between local Superior Court systems and SCOMIS and JIS.		
Proposed Solution: Develop and deploy 63 web services for local Superior Court systems to transmit their judicial data to the statewide Judicial Information System data repository.		
Endorser: Pre-ITG **| CLUG:** Pre-ITG **| CLUG Priority:** Pre-ITG **| JISC Priority:** 1 of 11		
Authorized by: JISC	**|**	**Authorization date:** Pre-ITG

Request ID: 002 – Superior Courts Case Management System	
Current Status: **Requirements and RFP Development In Progress**	
Description: The project is currently gathering and finalizing requirements and will prepare and publish an RFP.	
Proposed Solution: AOC will contract with an external vendor to finalize requirements and draft an RFP for a Superior Court Case Management System.	
Endorser: SCJA **| CLUG:** Superior Court **| CLUG Priority:** Pre-ITG **| JISC Priority:** 2 of 11	
Authorized by: JISC **|**	**Authorization date:** Aug, 2010

Request ID: 045 – Appellate Courts EDMS		
Current Status: **Requirements and RFP Development In Progress**		
Description: The Court of Appeals and the Supreme Court require immediate action to develop and implement a web portal to facilitate electronic filing and an Electronic Document Management System (EDMS) to support sharing documents across all four courts, indexing, storage, retrieval, and searching of documents, and an integrated workflow and correspondence module to improve productivity and efficiency in the processing of cases.		
Proposed Solution: AOC is working with the appellate courts to finalize requirements and draft an RFP to procure an EDMS.		
Endorser: COAEC **| CLUG:** Appellate **| CLUG Priority:** 1 of 1 **| JISC Priority:** 3 of 11		
Authorized by: JISC	**|**	**Authorization date:** Feb 18, 2011

Request ID: 009 – Add Accounting to the Data Warehouse
Current Status: **In Progress**
Description: The purpose of this request is to move accounting data from the Judicial Information System (JIS) into the EDW. In addition, the request seeks the creation of several reports to meet the needs of both Superior Courts and Courts of Limited Jurisdiction (CLJ).
Proposed Solution: The solution the AOC proposes will provide the courts with better tracking of accounting information, enhanced budget and revenue forecasting, and better audit and operational reports. The solution shall provide accounting data in the data warehouse and create canned reports to provide the reporting capabilities specified in this request. The accounting data in the data warehouse would be refreshed at regular intervals, which would be defined during the course of implementing the project. Requirements for the reports would be developed in close collaboration with court staff to ensure that the outcome meets the business needs of the courts.
Endorser: DMSC **| CLUG:** Multi-level **| CLUG Priority:** 1 of 7 **| JISC Priority:** 4 of 11
Authorized by: JISC **|** **Authorization date:** Feb 18, 2011

Resource Requirements		
Group	**Hours**	**Tasks**
Court Education	200	Communication and documentation
Data Architect	32	Database design review of 10 tables in operational data store and statewide data repository
Database Administrator	55	Building and loading ODS objects and overall system performance testing
Maintenance (Legacy)	800	Support EDW in analyzing current system and data
Data Warehouse	3,113	Establish accounting data in the EDW and create reports
Quality Assurance	150	Validate functionality
Project Management	800	Oversight and coordination
MSD Fiscal	75	Subject Matter Expertise

Total Hours: 5,225 hours **Total Staff Costs:** $396,000

Request ID: 041 – Remove CLJ Archiving and Purge Certain Records
Current Status: **In Progress**
Description: This request seeks to discontinue archiving for all CLJ cases. In addition, it seeks business rule changes for three types of closed, aged CLJ cases. 1. Destroy CLJ probable cause case type records after 3 years 2. Destroy CLJ criminal felony case type records after 3 years 3. Destroy CLJ criminal traffic and non-traffic cases after 10 years, if the case is either dismissed or vacated
Proposed Solution: AOC's proposed solution is to create a new destruction process that would review the active tables and identify eligible (closed, aged) cases and destroy them from the active tables, rather than from the inactive (archived) tables. Currently, the destruction process evaluates cases in the inactive tables, so a case cannot be destroyed if it isn't first archived. This new destruction process would be implemented as a phased approach. The phases would be ordered to allow software developed in the earlier phases to be reused in later phases to facilitate efficient project completion.
Endorser: AOC **| CLUG:** CLJ **| CLUG Priority:** 4 of 15 **| JISC Priority:** 5 of 11
Authorized by: JISC **| Authorization date:** Feb 18, 2011

Resource Requirements		
Group	**Hours**	**Tasks**
Court Education	100	Training and documentation changes
Business Analysis	165	Confirmation of business requirements
Architecture	50	Produce solution design and conduct oversight
Maintenance (Legacy)	2,920	Coding and testing
Data Warehouse	0	
Quality Assurance	1,000	Testing and validation
Project Management	515	Oversight and coordination
Total Hours: 4,700 hours		**Total Staff Costs:** $354,600

Request ID: 081 – Adult Risk Assessment			
***Current Status:* In Progress**			
Description: The SCJA requests implementation of the Static Risk and Offender Needs Guide, Version 2 (STRONG 2), the static risk assessment tool endorsed by WSIPP.			
Proposed Solution: AOC would custom build a Risk Assessment application based on STRONG Version 2.			
Endorser: DMCJA **| CLUG:** CLJ **| CLUG Priority:** 2 of 7 **| JISC Priority:** 6 of 11			
Authorized by: JISC **|** **Authorization date:** May 6, 2011			

Resource Requirements		
Group	**Hours**	**Tasks**
Court Education	360	Training and documentation changes
Legal Services	100	Law table development
Business Analysis	40	Requirements development and documentation
Architecture	32	
Maintenance (Java and UniPaaS)	400	Develop solution
Database Administrator	200	Database modifications
Quality Assurance	140	Testing and validation
Project Management	350	Oversight and coordination

Total Hours: 1,622 hours **Total Staff Costs:** $111,312

Request ID: 027 – Expanded Seattle Municipal Court Case Data Transfer
Current Status: **Authorized but Not Scheduled**
Description: Currently, Seattle Municipal Courts (SMC) infractions are not submitted to the AOC, though SMC does send them to the Department of Licensing and the Washington State Patrol. The Court desires to work with the AOC to develop a data exchange which would expand the current SMC/AOC data exchange to include infractions and develop a new data exchange with the AOC that would allow for the retrieval of SMC defendant criminal history.
Proposed Solution: In order to meet SMC needs, AOC will develop and implement a secure pass through of login and data request from the MCIS view only GUI to the JABS application. In order to meet the CLJ needs, AOC will enhance the existing nightly SMC process to meet the expanded data needs of the other CLJ courts. An analysis of the data is required and a joint data mapping effort between SMC and AOC analysts to determine the compatibility and quantity of the data involved. A new process will be developed and implemented to load data into the production database tables instead of the existing archive tables. The existing programs/processes that currently do a nightly load to archive tables will now load production tables instead.
Endorser: DMCJA **| CLUG:** CLJ **| CLUG Priority:** 1 of 15 **| JISC Priority:** 7 of 11
Authorized by: JISC **| Authorization date:** May 6, 2011

Resource Requirements		
Group	**Hours**	**Tasks**
Court Education	60	Possible training and documentation changes
Business Analysis	20	Confirmation of business requirements
Architecture	50	Produce solution design and conduct oversight
Maintenance (COBOL, Natural, Java)	800	Develop solution
Data Warehouse	40	Analysis of SMC-AOC data compatibility
Quality Assurance	320	Testing and validation
Project Management	137	Oversight and coordination
Total Hours: 1,427 hours		**Total Staff Costs:** $103,952

Request ID: 102 – New Case Management System to Replace JIS		
Current Status: **Authorized but Not Scheduled**		
Description: This request seeks a new case management system that would provide the functionality required to support the Courts of Limited Jurisdiction.		
Proposed Solution: AOC proposes to conduct a feasibility study to examine modernization of JRS.		
Endorser: WSACC **| CLUG:** Superior Court **| CLUG Priority:** 3 of 4 **| JISC Priority:** 8 of 11		
Authorized by: JISC	**|**	**Authorization date:** Dec 2, 2011

Resource Requirements		
Group	**Hours**	**Tasks**
Court Education	100	Subject matter expertise
MSD Fiscal	100	Subject matter expertise
Business Analysis	400	Gather and document requirements
Architecture	150	Architecture analysis support of feasibility
Maintenance (Legacy)	500	Subject matter expertise
Data Warehouse	50	Subject matter expertise
Quality Assurance	50	Testing and validation expertise
Project Management	5000	Oversight and coordination
Other AOC Staff	200	Subject matter expertise
Vendor	$150,000	Conduct study

Total Hours: 2,050 hours **Total Costs:** $303,200

Request ID: 085 – JRS Replacement
Current Status: **Authorized but Not Scheduled**
Description: This request seeks a new system that would replace JRS.
Proposed Solution: AOC proposes to create a new person type for CPG. A CPG would be added as a case participant by entering the CPG number into the system in the same way that attorneys are added by Bar number. A BOXI report would also be created to simplify gathering the data requested. AOC's proposed solution would create a data exchange to load CPG information from the current SQL database into the mainframe. Court staff would enter the CPG Connection Code and the name would populate on the SCOMIS Names Screen. This enhancement would only affect Superior Court Case Type 4 with cause type GDN.
Endorser: AOC **| CLUG:** Superior Court **| CLUG Priority:** 4 of 4 **| JISC Priority:** 10 of 11
Authorized by: JISC **|** **Authorization date:** Feb 18, 2011

Resource Requirements		
Group	**Hours**	**Tasks**
Court Education	80	Update training and documentation
Business Analysis	40	Gathering and documenting requirements
Architecture	10	
Maintenance (Web)	100	Create data exchange between database and JIS
Maintenance (Legacy)	990	Coding and documentation
Data Architect	15	Data dictionary changes
Date Warehouse	8	Create new report
Quality Assurance	150	Testing and validation
Project Management	278	Planning and coordination
Total Hours: 1,671 hours		**Total Staff Costs:** $124,916

Request ID: 007 – SCOMIS Field for CPG		
Current Status: **Authorized but Not Scheduled**		
Description: Create a field in SCOMIS to allow court staff to enter the Certified Professional Guardian (CPG) number to a case. The benefit would be AOC staff could easily find cases that have specific CPGs as participants.		
Proposed Solution: AOC proposes to create a new person type for CPG. A CPG would be added as a case participant by entering the CPG number into the system in the same way that attorneys are added by Bar number. A BOXI report would also be created to simplify gathering the data requested. AOC's proposed solution would create a data exchange to load CPG information from the current SQL database into the mainframe. Court staff would enter the CPG Connection Code and the name would populate on the SCOMIS Names Screen. This enhancement would only affect Superior Court Case Type 4 with cause type GDN.		
Endorser: AOC **| CLUG:** Superior Court **| CLUG Priority:** 4 of 4 **| JISC Priority:** 10 of 11		
Authorized by: JISC	**|**	**Authorization date:** Feb 18, 2011

Resource Requirements		
Group	**Hours**	**Tasks**
Court Education	80	Update training and documentation
Business Analysis	40	Gathering and documenting requirements
Architecture	10	
Maintenance (Web)	100	Create data exchange between database and JIS
Maintenance (Legacy)	990	Coding and documentation
Data Architect	15	Data dictionary changes
Date Warehouse	8	Create new report
Quality Assurance	150	Testing and validation
Project Management	278	Planning and coordination
Total Hours: 1,671 hours		**Total Staff Costs:** $124,916

Request ID: 026 – Prioritize Restitution Recipients

Current Status: **Authorized but Not Scheduled**

Description: This request is for an enhancement to JIS to allow courts to prioritize restitution recipients in cases where restitution is owed to multiple victims. The request seeks to maintain the current system as the default whereby any payments are split proportionally amongst the victims.

Proposed Solution: AOC proposes to enhance JIS in order to provide the option to prioritize restitution recipients in cases where one or more recipients have a large amount of restitution while other recipients have a very small amount. When ordered courts would be able to assign a higher priority to the recipients of the very small amounts in order to reduce the number of payments the courts must make to these recipients. The Create Accounts Receivable screen would be modified to capture the prioritization information for restitution recipients.

Endorser: DMCMA **| CLUG:** CLJ **| CLUG Priority:** 10 of 14 **| JISC Priority:** 11 of 15

Authorized by: JISC **| Authorization date:** Feb 18, 2011

Resource Requirements

Group	Hours	Tasks
Court Education	80	Update training and documentation
Business Analysis	80	Gathering and documenting requirements
Architecture	10	
Maintenance (Legacy)	640	Coding and documentation
Quality Assurance	150	Testing and validation

Total Hours: 1,010 hours **Total Staff Costs:** $75,440

And

Request ID: 031 – Combine True Names and Aliases for Time Pay

Current Status: **Authorized but Not Scheduled**

Description: This request seeks to enable all Accounts Receivables for a true name and associated aliases to be combined on the TPSE screen. This change will only affect the CLJs.

Proposed Solution: AOC proposes to provide the ability to combine ARs from aliases into the true name ARs to create a single Time Pay. When a true name has associated aliases, court staff will be given an opportunity to select which ARs associated with the aliases will be combined into a single Time Pay. This request would impact screens: TPSC, TPSE, and RCP. In addition, Time Pay statements and Time Pay reports would also be affected. AOC anticipates a change to the data schema and a probable data conversion as part of this effort.

Endorser: DMCMA **| CLUG:** CLJ **| CLUG Priority:** 11 of 14 **| JISC Priority:** 11 of 15

Authorized by: JISC **| Authorization date:** Feb 18, 2011

Resource Requirements

Group	Hours	Tasks
Court Education	60	Update training and documentation
Business Analysis	40	Gathering and documenting requirements
Maintenance (Legacy)	700	Coding and documentation
Quality Assurance	240	Testing and validation

Total Hours: 940 hours **Total Staff Costs:** $66,940