

**APPROVED MINUTES  
JUDICIAL INFORMATION SYSTEM COMMITTEE**

**September 28, 2001**

**Members Present:**

Justice Bobbe Bridge, Chair  
Judge C. Kenneth Grosse, Vice Chair  
Judge James R. Heller  
Judge Clifford L. Stilz  
Ms. Patricia Crandall  
Mr. N.F. Jackson  
Ms. Cathleen M. Grindle  
Mr. Greg Banks

**Members Absent:**

Judge Dale B. Ramerman  
Judge Vance Peterson  
Judge Thomas J. Wynne  
Ms. Mary McQueen  
Ms. Virginia Kirk  
Ms. Siri Woods  
Mr. C. Mel Jewell  
Chief Mike Vandiver

**Staff Present:**

Dr. Tom Clarke  
Mr. Brian Backus  
Ms. Kathy Kuriyama  
Ms. Janet McLane  
Ms. Jennifer Peters

**Guests Present:**

Mr. Laird Hail, Seattle Municipal Court  
Mr. Dennis Hausman, DIS  
Ms. Diana Kramer

**CALL TO ORDER**

Justice Bridge called the meeting to order at 10:35 a.m.

The minutes of July 12 & 13, 2001 Retreat were approved after amendment for time payment fee recommendation to the Supreme Court is added to the Funding Options section on page 3.

**INFORMATIONAL**

***BUDGET***

Justice Bridge reported that the Administrative Office of the Courts (AOC) is short over \$1 million (\$730K for inflation costs, and \$375K for PIDs or merit increases). The AOC plan was presented to the Supreme Court Budget Committee, and they approved submission of the plan to the Supreme Court at the next en banc. [The Supreme Court subsequently approved the plan.] Dr. Clarke added that holding open FTEs for a few months would absorb the \$300K for JIS.

Dr. Clarke also reported that the latest state budget forecast of (\$600 million) shortage might get worse since the events of September 11, 2001. It is still too early to assess the impact of cuts on JIS plans.

***NCSC CTC7 UPDATE***

Justice Bridge reported her experience attending this year's court technology conference in Baltimore. She would likely not go again if it were held out of state. Dr. Clarke wanted to find out if the decision to build new programs, instead of buying off

the shelf, was a good one. He talked with vendors and found that they couldn't handle a statewide system. Two states tried RFPs for off-the-shelf systems and failed. Now, almost all states are taking a phased approach and partnering with vendors.

Ms. Grindle was disappointed in the education sessions, as there was no new technology to learn about. Mr. Jackson felt the alternative service providers are more solid, and that online forms and transactions software has come a long way. Mr. Hail found the conference to be valuable for his court attendees. As he is new to the court system, he found a lot of valuable information.

### ***JIS LINK REVENUE & COURTLINK***

Mr. Backus reported that CourtLink has some financial obligations that put the company at risk. As the biggest customer of JIS-Link, this may be a problem for our revenue flow. CourtLink customers may go to resellers or CourtLink may increase the prices to compensate. We should know more about the impacts by the end of the year. He will keep the committee informed as new information comes available.

### ***TIME PAYMENT FEE***

Ms. McLane reported on the time payment fee analysis. AOC identified two potential methods of implementation:

1. Voluntary use of a new cost fee to add \$10 fee; or
2. Automatic imposition of the fee, requiring significant programming hours.

AOC recommends the first, which would require 40 hours of programming time. The AOC also proposes extending the fee to other casetypes.

After considerable discussion, the Committee voted to table a recommendation to the Supreme Court on imposition of the JIS time payment fee. Mr. Jackson suggested that we tell the Legislature that we aren't imposing the fee now, but we will consider it in the JIS Migration Plan.

### ***STATE ELECTRONIC FILING COURT RULES SUBCOMMITTEE***

Justice Bridge received a written request from the King County Superior Court to create a JISC subcommittee for electronic filing court rules. She agreed to set up a small group for this purpose. Judge Grosse suggested that the technical standards group complete its work, so the court rules group will know what changes are required.

**ACTION: E-mail your comments and or suggestions to Justice Bridge at [bobbe.bridge@courts.wa.gov](mailto:bobbe.bridge@courts.wa.gov).**

The technical review on electronic filing will be held in late October or early November and a King County e-filing pilot project may begin this winter.

### ***PHOTO RADAR IMPLEMENTATION***

Ms. McLane reported that a Transportation Safety Commission (TSC) photo radar pilot has been underway since 1999 in Lakewood, and it may expand soon to Vancouver, Spokane, Seattle and the Department of Transportation. As these sites are carrying out their pilots, they are entering new IN (unique individual) cases into the JIS database

without proper identification, degrading the integrity of the person database. The immediate need is for an alternative process in JIS that protects the person database.

**ACTION: Dr. Clarke was tasked to evaluate the possible use of a modified parking module for the photo radar cases.**

### ***PRO SE ELECTRONIC FILING FORMS***

Mr. Backus reported on a request by Chelan County, through the JIS Advisory Superior Court Subcommittee, to have the pro se forms enabled for electronic filing. This is a significant request that would impact the approved JIS project plan for the biennium. AOC currently plans to convert most pattern forms on the website to "fill and print" PDF forms. Additionally, at least 20 additional forms will be added to the "TurboTax-like" application. The forms, selected based on their volume of use by pro se litigants, will include forms for domestic relations cases, and possibly for non-parental custody and paternity cases.

Mr. Backus recommended delaying action on the Chelan request until AOC is further along. The committee approved the current AOC JIS project plan, delaying action on the Chelan request until electronic filing is more mature in our state. Justice Bridge stated that she would in the near future sit down with Judge Krese, chair of the Pattern Forms Committee, to discuss coordination of efforts.

## **COMMITTEE/SUBCOMMITTEE REPORTS**

### **Data Dissemination Subcommittee**

Judge Grosse reported that the Subcommittee met this morning, prior to the JISC meeting. They worked on a draft of a new court rule on public access to court records. They discussed family law records (sealing financial and health records), and required notice and correction provisions for the new rule.

### **JIS Advisory Committee**

Ms. Grindle reported that the Committee met last on September 19, 2001, and they discussed the photo radar issue and how to mitigate the impact on the JIS database.

### **RMAC**

Judge Grosse reported on Rich Johnson's behalf that the Records Management Advisory Committee met on July 25, 2001. The focus of the meeting centered on electronic recording, court reporter notes and retention of court records. Minutes of the meeting were provided along with a copy of the initial letter to stakeholders requesting input on a project to reduce the size of permanently retained court case files.

## **OTHER BUSINESS**

Justice Bridge pointed out that we might need to change the May 31, 2002 meeting date, as she will be out of state on that date. More information will be forthcoming on a new meeting date.

Dr. Clarke apologized to the committee for getting meeting materials out so late. AOC will strive to distribute materials to the committee two weeks before each meeting.

There being no further business, the meeting adjourned.

## **FUTURE MEETINGS**

The next JIS Committee meeting will be November 30, 2001, *(in conjunction with the Data Dissemination Subcommittee meeting)*, 10:30 a.m. to Noon, at Two Union Square, Rm. 1606, Seattle, WA.

The next JIS Data Dissemination Subcommittee meeting will be on November 30, 2001, *(in conjunction with the JISC meeting)*, 9:00 a.m. to 10:30 a.m., at Two Union Square, Room 1606, Seattle, WA.

The next JIS Advisory Committee meeting will be on December 6, 2001, 9:00 a.m. to Noon, at Two Union Square, Room 1606, Seattle, WA.