

**APPROVED MINUTES
JUDICIAL INFORMATION SYSTEM COMMITTEE
Seattle, WA**

September 27, 2002

Members Present:

Justice Bobbe Bridge, Chair
Judge C. Kenneth Grosse, Vice Chair
Judge James R. Heller
Judge Dale B. Ramerman
Judge Clifford L. Stilz
Mr. Dick Carlson
Ms. Patricia Crandall
Ms. Cathleen M. Grindle
Mr. N. F. Jackson
Ms. Virginia Kirk
Ms. Mary McQueen
Ms. Siri Woods

Members Absent:

Judge Vance Peterson
Judge Thomas J. Wynne
Mr. Gregory Banks
Chief Mike Vandiver
Judge Michael Trickey, Ex Officio

Staff Present:

Dr. Tom Clarke
Mr. Brian Backus
Mr. John Bell
Ms. Kathy Kuriyama
Ms. Kathie McClure
Mr. Ramsey Radwan

Guests Present:

Mr. Laird Hail, Seattle Municipal Court
Mr. Donald Horowitz, Access to Justice Board
Mr. Rich Johnson, Court of Appeals, Div. I
Mr. James Liles, Verifax
Ms. Barb Miner, King County Superior Court
Clerk's Office
Mr. Mark Weiss, Washington State Bar
Association

CALL TO ORDER

Justice Bridge called the meeting to order at 10:35 a.m. Mary McQueen introduced Ramsey Radwan as the new Management Services Division Director for the Administrative Office of the Courts and the rest of the attendees introduced themselves.

MINUTES

The minutes of the August 2, 2002 Retreat were approved as written.

DECISIONS

JIS Policies – Brian Backus

Various JISC policies were collected in one document to summarize historical policy decisions in one place. Annotations provide context for many of the policies.

MOTION: A motion to reconfirm the collected JIS policies was approved.

Electronic Filing Court Rule – John Bell

The committee agreed to table a decision on the proposed rule because two areas of major controversy remain: signatures on affidavits and fee waivers.

ACTION ITEM: The committee tasked the E-Filing Court Rule Working Group to hold another face-to-face meeting within the next month and report back a draft rule at the next meeting after resolving the areas of controversy.

JIS Information in County Websites – Brian Backus

This issue was tabled until the Data Dissemination Subcommittee is ready to make a recommendation.

ACTION ITEM: The subcommittee will recommend a decision at the next meeting.

DISCUSSION

JIS Marketing Plan Update – Brian Backus

Brian Backus described the Legislative Presentation Schedule for meeting with court associations and legislators on the JIS Migration project and funding. Members of the committee were asked to participate in the presentations as needed.

JIS-Link Fee Calculation – Brian Backus

Brian Backus reported the JIS-Link subscription service was recently moved to the web, creating a need to convert the fee calculation from a connection time basis to a transaction basis. This change will not affect the statutory requirement to just recoup the costs of the service. The transaction fee will be calculated to remain revenue-neutral, based on recent data.

Operational Support for Drug Court MIS – N.F. Jackson

N.F. Jackson presented a letter and report from the Washington State Drug Courts requesting that JIS fund the operational cost of a new Drug Court Management Information System. DASA is already funding its development costs. The biennial cost for operations is estimated to be about \$200,000.

ACTION ITEM: The committee referred the request to AOC for evaluation. AOC will make a recommendation to the JISC Budget Committee.

COMMITTEE/SUBCOMMITTEE REPORTS

Data Dissemination Subcommittee

Judge Grosse reported that the subcommittee is investigating an experiment with King and Chelan counties on funding models for JIS information provided through county websites.

RMAC

Rich Johnson reported on the recommendations of the records retention report. He stressed the need to incrementally educate the judicial system on necessary changes in workflows and business processes as electronic means of doing business are introduced. He asked that the committee consider formulating a plan with action items for providing such education.

JIS Advisory Committee

Ms. Grindle reported that the committee approved some small code changes and is discussing the status of DNA tracking on the docket.

Judicial Technology Committees

Brian Backus reported that the two committees support the JIS migration plan and the committee members will be participating in presentations to legislators. The judges will also be participating in a pilot project with moderated threaded discussions on the Extranet.

OTHER BUSINESS

Mary McQueen announced that Jeff Hall will be joining the AOC in November and will be taking over legislative strategies and the BJA. There being no further business, the meeting adjourned at 11:45 a.m.

FUTURE MEETINGS

The next JIS Committee meeting will be on November 22, 2002, *10:30 a.m. to 12:00 p.m.* at Two Union Square, Room 1606, Seattle, WA.

The next JIS Data Dissemination Subcommittee meeting will be on November 22, 2002, *9:00 a.m. to 10:30 a.m.*, at Two Union Square, Room 1606, Seattle, WA.