



CLJ-CMS Court User Work Group

News and Announcements

From meeting held October 28 - 29, 2015



The CLJ-CMS CUWG meeting was held October 28 - 29, 2015, covering the topics of Court Administration, Reports, and all remaining miscellaneous items pertaining to requirements gathering.

Project Updates:

- ❖ As of the October meeting, the group will have completed all of the future state requirements gathering. The project team will send the draft requirements package to the CUWG for review before the next meeting, which is scheduled in January 2016. At the January meeting, a formal vote will be required to approve the requirements package.
- ❖ The next phase of the project will be the procurement phase. A proposed strategy and draft for packaging the CLJ requirements for procurement was reviewed and discussed. The intention is to package the requirements in order to get a clear picture of the proposed system's capabilities and to find sufficient evidence of the vendor's claims regarding their system's capabilities.
- ❖ Procurement planning is proceeding on the assumption that the Project Steering Committee will agree to proceed with the recommendation to produce a Request for Proposal (RFP) open to all solution providers with a COTS product and the implementation experience necessary to support a statewide roll-out of a CMS. The acquisition plan and schedule should be ready for review and approval by the Project Steering Committee in January 2016.

The CUWG meeting focused on requirements gathering pertaining to Therapeutic Courts, Reports and Reporting requirements, all remaining parking lot items, and miscellaneous items. Some examples of the requirements gathered are:

- Must have case tracks for Therapeutic Courts with local configuration and Business Rules. (Pre-disposition and post-disposition trackings are different.)
- Need case track assignment codes to be visible statewide. An example is: on Drug Court case track.
- Must have the ability to have case track be able to auto schedule hearings and change schedule if track is changed (i.e., Phase 1—weekly hearings; Phase 2—hearings every other week). Must have locally-configurable Business Rules.
- General requirement: Want documents to be viewable from the case from event entries.
- Must have an indicator if bail is posted.
- Accounting: If have multiple courts in a jurisdiction, must be able to do cut-off all at once or individually.
- Must have statewide security roles and levels.
- Want ability to produce bar codes (for exhibits, files, individual documents).
- Allow filings electronically or via portal.

The requirements documented were reviewed with the group and initially approved with a [Fist to Five](#) consensus vote, confirming what was documented is what was defined by the CUWG.

The next CUWG meeting is scheduled for January 27 - 28, 2016.