



CLJ-CMS Court User Work Group
News and Announcements
From meeting held September 23 - 24, 2015



The CLJ-CMS CUWG meeting was held September 23 - 24, 2015, covering the topic of Probation.

Project Updates:

- ❖ Requirements gathering will be completed in October. There will be no CUWG meetings in November or December. During that time, the project team will finalize the requirements document and have it ready for review at the January 27 - 28, 2016 CUWG meeting.
- ❖ Project leadership has reviewed the results of the CLJ-CMS COTS Request for Information (RFI) with the Project Steering Committee. Additional information was requested by the Steering Committee. Project leadership is working with the Project Sponsors and will be presenting a procurement strategy to the Steering Committee at their November meeting.

Day One and Two of the CUWG meetings focused on completing the requirements gathering for Probation. Some areas of discussion were: supervision monitoring, managing programs/events, scheduling, form generation, assessments and re-assessments—including history, and an ability to create ad hoc queries/reports.

Some examples of the requirements gathered are:

- Must be able to complete and view historical assessments for an individual.
- Want to be able to capture code and/or free-form text chronological notes on a probation case; some entries should be auto-entered based on actions taken/documented on the case.
- Want to be able to manage locally-run programs in the CMS (scheduling, staffing, assigning resources, tracking attendance, etc.).
- Want to be able to enter probation recommendations and have them visible in the court case for review at a hearing.

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 October 28 – 29, 2015. The topic is Court Administration. Some examples of the topics that will be covered are: Therapeutic Courts, Reports, and Document Management.