

COT MEETING MINUTES

COMMISSION ON TECHNOLOGY

Friday, September 4, 2009

10:00 AM - 11:30 AM

ARIZONA SUPREME COURT
Administrative Office of the Courts
1501 W. Washington
Phoenix, AZ 85007

CONFERENCE ROOM 119A/B

MEMBERS PRESENT

Kent Batty*
Michael Baumstark
Robert Brutinel*
Andrew Hurwitz, *Chair*
Michael Jeanes
Gary Krcmarik
Sheri Newman*
Marcus Reinkensmeyer
John Rezzo
Delcy Scull
Roxanne Song Ong
Ann Timmer
Garye Vasquez*

GUESTS

Janet Cornell*, *Scottsdale City Court*
Mary Hawkins*, *CACC*
Michael Pollard, *CACC*
Eloise Price*, *TAC*
Jamie Ross, *Courthouse News*
David Stevens, *TAC/PACC*

MEMBERS ABSENT

Catherine O'Grady
Elizabeth Hegedus-Berthold

AOC STAFF

Stewart Bruner, *ITD*
Karl Heckart, *ITD/TAC*
Pat McGrath, *CSD*
Adele May, *ITD*
Stephanie Nolan, *ITD*
Jeff Schrade, *ESD*

* indicates attendance by telephone

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WELCOME AND OPENING REMARKS

Hon. Andrew Hurwitz,
Chair

Vice Chief Justice Andrew Hurwitz, Chair, called the Commission on Technology (COT) meeting to order at 10:00 a.m. He welcomed members and the public present, then asked members in the room and all those calling in to introduce themselves for the record. Staff confirmed that a quorum existed. Justice Hurwitz dealt with some housekeeping items related to conference call etiquette, the meeting format, retirement of Mr. Roger Klingler, the use of proxies by members, moving the early January meeting to mid-February, and publishing 2010 meeting dates. He then asked Mr. Karl Heckart, CIO for the courts, to bring members up to date with progress being made on TurboCourt electronic filing following the July 23 go-live date. Karl provided information on several efforts underway and answered members' questions. Topics included the following:

- Completing standardized forms for various case types in limited and jurisdiction courts to use in "fill and print" operations,
- Putting underlying technology together to switch from print and file to full e-filing,
- Resolving payment portal issues with Bank of America,
- Enabling subsequent filings on civil cases in Maricopa County using the interface built for WizNet,
- Providing a central document management solution with disconnected scanning capability to enable limited jurisdiction courts to accept electronic documents that are e-filed and digitize the paper in those cases,
- Creating a failsafe access method to documents needed to hold court each day,
- Expanding Maricopa Clerk's ability to handle initiation of civil and domestic violence cases,
- Enabling electronic case initiation in the Pima Clerk's Office, then expanding to all AJACS courts,
- Modifying AZTEC to allow general civil and small claims filings in justice courts,
- Prioritizing the next set of filing types to be addressed, and
- Beginning to construct toolsets for judges to use in a digital environment.

Members contributed their advice, experiences, and frustrations related to electronic filing and the business process changes it necessitates.

Justice Hurwitz updated members on other items of interest:

- The approval by the Governor of a budget reconciliation bill affects Probation positively.
- The project health metric from the Court Automation Coordinating Committee (CACC) is included in the printed packet for members' reference. All items are green.

He then called members' attention to the minutes from the June 4 and 5 COT annual meeting. After discussion, it was agreed that a wording change related to the cost of the electronic posting of minute entries project would be made.

MOTION

A motion was made and seconded to approve the minutes of the June 4 & 5, 2009, Commission on Technology meeting with the

TECH 09-27

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addition of the agreed wording change discussed. The motion passed unanimously.

BRANCHWIDE INFORMATION TECHNOLOGY STRATEGIC PLAN

Mr. Stewart Bruner

Mr. Stewart Bruner, Manager of Strategic Planning for the Information Technology Division (ITD) of the Administrative Office of the Courts (AOC), reviewed the process of developing the branchwide plan and major areas updated in the latest iteration. He described his approach to translating Karl Heckart's graphic of priorities approved at the annual meeting into a tabular format for use in the plan. Various detailed projects have been added and others combined or removed, based on input for project managers at the AOC. e-filing, in particular, contains increased detail in its description this year. The document was posted on August 11 for review and comment by members.

Stewart pointed out that the new strategic business agenda for the courts will be reflected in next year's plan and asked whether members had any questions or items of concern about the document. A member asked that the judge/bench automation topic needed a clearer tie to e-filing. The chair reminded members that the motion seeks only general approval and that editorial comments can be taken until submission to the Government Information Technology Agency (GITA) and JLBC, as required.

MOTION

A motion was made and seconded to approve the Arizona Judicial Branch Information Technology Strategic Plan for 2010-2012, with the recommended change incorporated before submission to GITA and JLBC. The motion passed unanimously.

TECH 09-28

SATELLITE BROADCAST TOPICS

Mr. Karl Heckart

Justice Hurwitz explained why the agenda changed to replace the report on the branch strategic plan with a judicial education topic. Mr. Karl Heckart, CIO for the courts, described the opportunity presented by AOC's Education Services Division to participate in a technology themed statewide broadcast for COJET credit. Karl desires to focus on the massive impact of the automation changes that are coming, especially to rural courts. He asked members for input on development of the content against the items of importance to COT. Jeff Schrade, the new director of Education Services for AOC, introduced himself to members.

Justice Hurwitz will discuss the management support for the change in his introduction to Karl's material. Other members felt strongly about using a webcast rather than the satellite feed; packaging the content in several more focused communications over a period of time rather than a single large-group training; and showing some success stories from other industries that have digitized.

PROPOSED CODE SECTIONS RELATED TO RULE

Ms. Melinda Hardman

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123

Clerk Michael Jeanes, chair of the Rule 123 Advisory Committee, described his committee's goal of getting the new sections approved prior to the January effective date for the Rule 123 revisions just approved by the Court. Melinda Hardman, staff to the Rule 123 Advisory Committee, provided the background to the workgroup that created the documents that their role as procedures used to implement provisions in the rule. She gave the timeline for incorporating comments and reviewing the draft documents with other AJC subcommittees.

Melinda then summarized the salient points presented by each proposed document. ACJA 1-604 provides details surrounding user registration, user agreements, and fees. ACJA 1-605 includes a procedure releasing bulk data, additional contractual protections for courts, and arranging with an outside organization to create custom responses to records requests. Issues raised included the need to better clarify how government entities enter the system to access data they need, how secondary dissemination is handled for bulk data, and the concept of custodianship of bulk data versus non-bulk data.

Michael urged members to forward any comments to Melinda as quickly as possible so they can be addressed by the workgroup on September 14.

MOTION

A motion was made and seconded to approve the concepts in the proposed 1-604 and 1-605 documents with the understanding that comments submitted by members will be considered and the documents will be recirculated prior to their consideration by AJC. The motion passed unanimously with Michael Jeanes abstaining.

TECH 08-29

CALL TO THE PUBLIC

Hon. Andrew Hurwitz

After hearing no request for further discussion from members or the public in response to his call, Justice Hurwitz entertained a motion to adjourn.

MEETING ADJOURNED

11:23 A.M.

Upcoming Meetings:

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| November 06, 2009 | AOC – Conference Room 119 A/B |
| February TBD, 2010 | AOC – TBD |