

**COMMISSION ON TECHNOLOGY
Agenda Information/Action Item
Meeting Date: February 19, 2016**

<i>Agenda Item:</i>	<i>Type of Action Requested:</i>
<p><u>TECHNOLOGY PROJECT UPDATES</u></p> <p>- Review, Discuss, Approve/Table/Reject</p>	<p><input checked="" type="checkbox"/> Formal Action/Request</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Other</p>

FROM:
<i>Mr. Karl Heckart, AOC ITD Director, CIO</i>
SUMMARY:
<p>Karl Heckart will update members on the status of the limited jurisdiction court AJACS case management system rollout and summarize recent meetings with leaders in early adopter courts. He will share learnings from recent network penetration testing and outline next steps in the cybersecurity arena focused on conducting activities within a coordinated framework for all entities connected to the AJIN network. Currently in development, a set of minimum technical and behavioral standards for connection to the court network will be reviewed by COT before being put in force on a future date.</p> <p>Karl will briefly discuss the Technical Advisory Council's recommended standards for scanning documents outside of OnBase. Arizona clerks of court are increasingly adopting a scanning process for case-related paper documents that takes place outside of their OnBase document management systems using software supplied by scanner manufacturers. Limited jurisdiction courts on AJACS are also expressing interest in scanning outside of OnBase. Standards are required in order to achieve the optimal balance between image quality and file size, prevent failures in transmission due to timeouts, minimize storage space needs, reduce the time required for backups, and ensure files meet size limits imposed for eventual public access.</p>
STAFF RECOMMENDATION:
<p>Experience has shown that individual scanning practices can negatively impact the court-to-court transfer process for records on appeal as well as the nightly OnBase document transfer process. Staff has been involved in development and refinement</p>

of the scanning standards pioneered by the Pinal Clerk of Court that were subsequently approved by TAC and recommends approval.

ACTION OPTIONS:

PROPOSED STANDARDS FOR SCANNING OUTSIDE OF ONBASE

- 1. Approve the proposed standards as presented.**
- 2. Approve the proposed standards but with changes, as documented.**
- 3. Do not approve the proposed standards, leaving no guidance regarding controls to optimize file sizes for scanned court documents.**
- 4. Table the consideration of the proposed until a later time.**