

# CACC MEETING MINUTES

## COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, July 21, 2016  
10:00 AM - 11:15 AM

ARIZONA SUPREME COURT  
1501 W. Washington  
Phoenix, AZ 85007

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AUDIO PHONE NUMBER: 1-602-452-3288  
AUDIO ACCESS CODE: 2035#

### MEMBERS PRESENT

Cathy Clarich  
Julie Dybas  
Christopher Hale  
Donald Jacobson\*  
Phillip Knox  
Rona Newton  
Ron Overholt\*  
Michael Pollard, *Chair*  
Janie Randall\*

### MEMBERS ABSENT

Kip Anderson  
Jeff Mangis  
Paul Thomas

### GUESTS

Christopher Phelps, *Glendale Muni Court*  
Jennifer Gilbertson\*, *Phoenix Muni Court*  
Alexis Allen, *Tempe Municipal Court*

### AOC STAFF

Summer Dalton, *CSD*  
Adele May, *ITD\**  
Jim Price, *ITD*  
Jason Shumberger, *ITD*

\* indicates appeared by telephone

## **WELCOME AND OPENING REMARKS**

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order just after 10:00 a.m. After confirming that a quorum existed, the chair asked for a motion regarding the minutes of the May 12 meeting.

**MOTION: A motion was made and seconded to approve the minutes of the May 12, 2016 CACC meeting as written. The motion passed unanimously.**

## **CHAIRMAN'S REPORT FROM COT**

Phil Knox, who delivered the chairman's slide presentation containing CACC's recommendations for COT in Judge Pollard's absence, provided a brief rundown of the meeting as a whole. Phil further noted that no questions were asked in connection with the CACC presentation and added that the presentation was generally well received.

## **REVIEW OF CHANGES TO MINDMAP THIS MONTH**

Substituting for absent staff member Stewart Bruner, Jason Shumberger informed members of some task re-organizations and date changes made on the MindMap since the May meeting, most notably the addition of AJACS development details. Members were provided an updated priority projects listing for reference.

The chair recognized Jason for obtaining his Master of Public Administration degree and Amy Wood for her recent appointment as clerk of the court in Division One of the Court of Appeals.

## **PROJECT UPDATE: eUNIVERSA eFILING AT YAVAPAI SUPERIOR**

Jim Price, product manager for eUniversa e-filing, updated members on the e-filing pilot in Yavapai Superior Court. The court temporarily returned to paper filings while some process issues got resolved in relation to the posting of proposed orders. An upcoming release of AJACS will address some remaining issues with accepting electronic submissions to allow the pilot to resume. Jim discussed display of information from proposed orders and proposed judgments as a function of the case management system (CMS) involved and the access credentials of the individual user requesting access. In response to a question, Jim shared differences in handling data associated with e-filings among various CMSs used in the state.

Summer Dalton, project manager for online citation payment, electronic records retention and destruction, eAccess, and eBench replacing Eric Ciminski, reported that the eBench pilot is finishing in Yavapai Superior Court. She indicated that work is getting underway to implement Mohave Superior Court. Summer described in detail a bug in the daily document transfer process that makes only the first page of a document available to judges on eBench. eAccess tasks have slipped by several months. Rule 123 business logic is in place and being tested to ensure the proper documents are getting filtered on their way to the vendor, Granicus, by mid-August.

## **PROJECT UPDATE: CASE MANAGEMENT SYSTEMS**

Adele May, the limited jurisdiction (LJ) CMS project manager, indicated that one Pinal county LJ court was implemented June 27 while the other court scheduled for conversion to AJACS that day was moved to the August group of courts. She indicated that the final group of Pinal courts will complete by the end of the calendar year, freeing resources to work with Maricopa ACAP

municipal courts and then Yavapai LJ courts in calendar 2017. The summer release of AJACS is scheduled for later in the week. In response to a question, Adele clarified that LJ courts are already using Release 6.0 while general jurisdiction (GJ) courts remain at the 3.9 version. The goal remains a single platform with both levels of court on the same release number. Chris Hale asked about progress with AJACS statistical reports and indicated concern that courts have been using the new CMS for many months without needed reports when the requirement for accurate statistics originated with the AOC itself. His solution has been to use local resources to write management reports that are not yet available in the CMS. Other courts don't have the luxury of local resources to construct reports. Adele promised to follow up with Amy Wood to obtain the status of specific AJACS reports that are completed but not yet available to courts.

**MOTION: A motion was made and seconded to place a status update on the August 18 CACC agenda regarding case filing reports, time to disposition reports, management statistical reports, and the AJACS case status dashboard. The motion passed unanimously.**

Additionally, a suggestion was made to bring in a GJ court representative like Kip Anderson rather than an AOC representative to provide an assessment of the AJACS reporting environment for superior courts at the next meeting.

Chris Hale updated members on resolutions to remaining post-implementation issues at Tucson Municipal Court. AJACS slowness has been improved in the most recent release but screen performance still affects productivity. Tucson, the only self-supported AJACS court, continues to operate from their local test environment while the AOC and City differ on the approach for the full environment, including need for a replication server in production. Staff is adjusting to the new system and its case-type-driven nature that allows few manual overrides. Cleanup of cases that fell out of the conversion process continues. Chris also raised an issue with maintaining unconverted records from the AZTEC system locally for 10 years on unsupported equipment.

Various members then shared their court's frustrations about AOC's promises in comparison to the actual delivery timelines for functional items that affected their day-to-day activities.

Clint Potts, project manager for Mesa's continuing case management system (CMS) development/enhancement, was not present to brief members on efforts toward completion of local interfaces with FARE and CPOR.

## **POST-IMPLEMENTATION REPORTS**

No post-implementation reports were provided in the meeting.

## **ITEMS OF OLD OR NEW BUSINESS**

No items of old or new business were discussed.

The next meeting will take place on **August 18, 2016 at 10:00 AM** at the State Courts Building in Phoenix.

The meeting adjourned at 11:10 a.m.