

COURT AUTOMATION COORDINATING COMMITTEE Meeting

11/27/01 at Prescott Country Club, Prescott, AZ

ATTENDEES-

Ron Beguin, Michael Pollard, Joan Harphant, Jack Partridge, Marc Petrie, Gordon Mulleneaux, Brenda Parson, Marcus Reinkensmeyer, Patrick McGrath, Gurpreet Bains, Donald Jacobson, Karl Heckart, Kim Johnson, Odette Apodaca, Alma J. Haught

Meeting began with Judge Pollard introducing Joan Harphant, new Tucson City Court Administrator, and Jack Partridge, new Systems Analyst. Marcus recognized and thanked Brenda Parson for her work on this committee, and wished her the best for the future.

PAM-

McGrath reported that current focus is on Pinal County. A dry run of PAM using the Pinal SC database was completed. Issues concerning attorney updates and arbitrator selection were resolved. A PAM cd would be delivered to Pinal on Friday, 11/30/01. No schedule is in place for the next court to implement PAM. Karl wants a schedule in place so we can move forward.

Karl asked for an update on the Clerks' standardization of codes. A list of standard case types and events associated was sent out a few days ago. More would follow. It appears that the objective is to associate events (documents) to specific case types. A user would only see those events and/ or documents displayed that matched the case type they are working on. Also, drop downs and descriptions instead of numbers. More to follow.

PIMA (PAM update)-

Gregg Obuch reported that there have been no big ripples since go live. Gordon noted that other courts have expressed interest in PAM but adopted a wait and see attitude. He advised that an incentive would be a menu system that specifies codes by case type.

M-CAP-

Seven AOC developers are moving into the M-CAP space on 12/21/01. Karl Heckart gave an overview of M-CAP to the new CACC attendees, including the current focus on Financial re-design. Financial sub-groups need to be assigned to work in eight defined areas of financials. We want functional users/experts, and it is important to get buy-in from these groups. Logistics were discussed. Phoenix only, or different meeting sites? Joan offered Tucson's training room for future meetings. Decided that CACC meetings should be moved around, but financial groups should meet in Phoenix. CACC members to submit nominees for the eight groups by 12/7/01.

PUBLIC ACCESS-

Karl Heckart reported on the coming implementation of a Public Access web site. More to follow on this.

EAST VALLEY COURTS-

Marc Petrie presented a status report. East Valley gap analysis scheduled for Citation Entry, Calendar, Closing Process. Scottsdale upgraded to .8. Maricopa JP and Tucson municipal joining in the process. Next steps: Maricopa JP automation expectation, review of Tucson systems, finish gap analysis, finalize critical success factors.

AZTEC-

Release 0.8 was made available and is in use at most courts. Michael Pollard commented that the upgrade and move to .8 was the easiest yet. Everything went smoothly.

Two documents concerning modifications to AZTEC 1.0 and future releases were presented and discussed by the committee.

The first document identified mods/enhancements completed or currently in progress, and proposed for release 1.0. **The committee voted unanimously to accept these as proposed.**

The second document identified proposed options for modifications and enhancements in future AZTEC releases. Some had work estimates attached, some required further explanation. It was agreed that this document would be better defined and distributed to the committee around Christmas. Members should take the document to their constituent groups for review, and be ready to discuss at the next meeting.

Priority 1 and 2 software work requests/ problem reports were discussed. Karl Heckart proposed that we review and address the items less than a year old. Gordon Mulleneaux thought we should at least look at older requests, identify (if possible) the requestor, and have them review it for validity. P. McGrath will check whether or not the name of the requestor is available.

Gordon Mulleneaux distributed a document titled Clerks of Superior Court Automation List, prepared during the Clerks' 11/15/01 meeting. Seventeen items were prioritized by combining the value of each item, and the intensity of their feelings toward each item. Contact Gordon for a copy.

Karl Heckart distributed and discussed a document titled AZTEC Release Planning, Development & Implementation Life Cycle Management Procedures. The document proposed a procedure to improve and document the workflow of software from origination of software development work requests to delivery.

DV FORMS-

Ron Beguin addressed requests to modify forms. Discussion ensued, and it was generally agreed that any proposed changes to the DV forms should go through normal channels.

ACTION ITEMS-

1. Rollout schedule for PAM in remaining Superior Courts (McGrath)
2. CACC members to submit nominees for the eight financial groups by 12/7/01.
3. Document with AZTEC 1.5 and beyond options distributed to CACC members by 12/31/01.
4. Members should review the 1.5 document with their constituent groups, and be prepared to discuss (vote) at the next meeting.
5. P. McGrath will check whether or not the name of the requestor on past (more than one year) AZTEC work requests is available.

Meeting adjourned approximately 2:20 p.m. next meeting scheduled for January 23, 2002, 10:00 a.m. to 3:00 p.m. at the AOC.