

COURT AUTOMATION COORDINATING COMMITTEE HIGHLIGHTS

From the meeting of 12/12/02

IN ATTENDANCE: Gordon Mulleneaux, Ron Beguin, Karl Heckart, Janet Cornell, Frank Maiocco, Joan Harphant, Daniel Edwards, Tim Lawler, Marcus Reinkensmeyer, Steve McMurry, Patrick McGrath, Odette Apodaca, Gregg Obuch, Amy Wood, Janet Scheiderer, Tom Brady, Don Jacobson, Cary Meister, Margaret Guidero, Mike Pollard

AGENDA ITEMS

1. **Update on C.O.T. meeting of December 9, 2002**
 - A. This was a special meeting concerned with EDMS throughout the courts. Group will engage in the process of analyzing and identifying what actually needs to be done in a court EDMS project. **Final recommendations will go to AJC in June, 2003.** A status meeting will be held with COT in March, 2003.
2. **AZTEC 1.0 Rollout**
 - A. To date, **54 Courts on AZTEC 1.0. 66 by December 20.** A training issue surfaced. Courts are either sending too many or none to implementation training. CSD provided 3 options for future rollouts 1) Same as now i.e. CSD prepares schedule and sends it out, 2) All training in Phoenix. Courts can choose when to go and whom to send. 3) Each county assigns a coordinator who will work with CSD to prepare a training schedule for their county. Courts chose option 3. They will need to send name of coordinator to J. Scheiderer or A. Wood.
3. **AZTEC 1.5 Status**
 - A. Changes, mostly in Calendar module will be addressed first. Need to ensure that these changes do not negatively impact other courts. 1.5 will deal mainly with MCJPC changes. Also, need to assess impact on other courts. **Financial Gap Analysis due from MCJPC March 31, 2003. DV changes in 1.5.**
 - 1) T. Brady voiced concern about changes for MCJPC affecting other courts.
 - 2) J. Harphant reported problems with DV forms printing. Frequent crashes. Possible issue with WP and WIN2000
 - 3) MVD got legal opinion stating that they could give party SSN to AOC.
4. **Budget Update**
 - A. Contractors out 12/31/02. Recruitment to fill some of the positions with FTEs taking place now.
 - B. Non-AZTEC court PCs will not be funded.
 - C. J. Scheiderer delivered a copy of CJ Jones **Administrative Order 2002-113 re: Fiscal Emergency in Judicial Branch.**
5. **New Utilities for AZTEC – TIP/ Case Tracking/ FTA/FTP letters**
 - A. TIP-- Requirements being finalized with CSD. Phase I will send info from AZTEC to TIP. No GJ courts in phase I.
 - B. CASE TRACKING—Moving forward toward Yuma implementation. Need guidelines other court implementations.
 - C. FTA/FTP—FTA up in Tucson. J. Harphant will report on revenue generation at next meeting. We need to consider business processes and impacts for use in other courts.

- D. Certification process for add-on/ stand alone modules— Modules developed by courts need to be certified as usable, supportable and/or upgradeable before implementation elsewhere.

- 6. **MVD Edits Proposal**
 - A. Proposal to provide clean up on UN/ NONE issue by having blank license number and license state fields flagged as UN/ NONE in the transmission file to MVD. Also proposed to force UN/ NONE entry in these AZTEC fields. ***Final decision was to flag these fields in the transmission files for the cleanup, and in AZTEC.***

- 7. **Standardized Codes**
 - A. General. Sign-off meeting with CSD for Category, Case Type and Party Type on December 13, and with committee on December 18. upon approval will proceed to event codes. ***P. McGrath to demo structure of GJ scheme at next meeting.***
 - B. Limited. Gordon gave PowerPoint presentation on direction of LJ Standardization Committee. ***S. McMurry to give name of MCJPC committee rep.***

- 8. **M-CAP**
 - A. Financial System planned release is next fall (2003), followed by re-write of AZTEC Sentencing module.

- 9. **CCB (Centralized Citation Bureau)**
 - A. Chris Crawford from Justice Served gave presentation. They were hired to do requirements analysis for RFP. See document provided by J. Scheiderer for more detail.

NEXT MEETING SET FOR JANUARY 31, 2003 from 10:00 A.M. TO 3:00 P.M. in the Cordova Room at Maricopa Superior Court (East Court Building, 101 W. Jefferson. Third Floor).