

COURT AUTOMATION COORDINATING COMMITTEE MEETING MINUTES

July 26, 2007

10:00 a.m. – 12:30 p.m.

Radisson Woodlands Hotel

Mt. Eldon Conference Room
1175 West Route 66
Flagstaff, AZ 86001

MEMBERS PRESENT

Cathy Clarich (*via telephone*)
Margaret Guidero
Karl Heckart
Joan Harphant
Donald Jacobson
Phillip Knox
Patrick McGrath (*via telephone*)
C. Steven McMurry
Gordon Mulleneaux
Patricia Noland
Gregg Obuch
Michael Pollard, *Chair*
Rick Rager (*via telephone*)
James Scorza
Dave Stevens
Paul Thomas

GUESTS

Becky Williams, *City of Tucson Municipal Court*
Jason Epel, *PCCJC*

MEMBERS ABSENT

Kip Anderson

AOC STAFF

Stewart Bruner, *ITD (via telephone)*
Stephanie Nolan, *ITD*

WELCOME AND INTRODUCTORY REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order at 10:00 a.m., welcoming members and guests to Flagstaff, AZ. He then had those at the table as well as those on the phone introduce themselves and the constituency they represent.

The following are newly appointed members to the committee: Joan Harphant, Tucson Municipal Court; Phillip Knox, Maricopa Superior Court; James Scorza, Phoenix Municipal Court; and Paul Thomas, Mesa Municipal Court.

STANDARDIZATION PROJECT UPDATE

Pat McGrath briefly updated members with the status of the Standardization Project. Carrie Stoneburner has been hired to replace John Overholtz as Data Standards Lead and is currently transitioning into her duties. She will be ready to present future updates to CACC by the next meeting in August.

- **General Jurisdiction** - A request was made by the General Jurisdiction Committee to combine both the clerks' user group and the business process standards group. A survey was sent out to determine a new schedule of more frequent meetings. General consensus determined future meetings of this group will be held every two weeks. The newly formed group will review adopted codes, revisit calendar codes and review business processes.
- **Limited Jurisdiction** - Pat reported that John Overholtz concluded his tenure at the AOC after completing 95% of the reformatting of the standards documentation. John had noted prior to his final day that some codes were interchangeable with the general jurisdiction format and Pat believes those may be complete as well. The group is currently working with the Tempe CMS project doing reconciliation of codes. The Data Standards Committee meeting of August 26, 2007, is being delayed until more issues are identified.

LIMITED JURISDICTION COURTS CMS UPDATE

Michael Pollard complimented Rick Rager, Tempe CMS Project Manger, on a good demonstration of the Tempe case management system (CMS) held July 19, 2007. Rick mentioned that participant feedback indicates the demo was well received. More detail in regard to the feedback will be posted on the CACC website. Rick reported that the project's overall status looked well but noted a few concerns. Completion of financials is behind schedule. The reporting strategy has changed, moving from Business Objects Crystal reports, as first intended, to Windows-based reporting using MS SQL Reporting Services. The decision to change was in-part due to the vendor being increasingly unimpressive and the costs involved. Rick intends to request the new SQL reporting product be made "mainstream" by the Technical Advisory Council (TAC) next Friday. Also, batch processing functions have proved to be unwieldy to complete. Finally, the order of protection module has been delayed. Tempe's dependency on AOC, now revamping the module to include a civil component, hinders progress. Rick feels at this point he can't quantify the impact of his concerns and feels he may have to move his implementation date but is unclear how far at this point.

MARICOPA CLERK'S FINANCIAL SYSTEM UPDATE

Gordon Mulleneaux, Maricopa Clerk's Office iFIS Project Manager, reported on Phase 4 deliverables, noting the conversion and switchover of existing JOLTS financial module within iCIS is scheduled to take place on July 30, 2007. The implantation of a RFR financials replacement module in iCIS that handles both the Adult and Juvenile Probation accounts will happen in the third or fourth quarter of 2008. This system is currently being developed as a .net application. The extension on deliverables will allow this module to be part of the overall effort of Maricopa Court Technology Services (CTS) to port iCIS to a .net environment with a projected delivery date of December 8, 2007. One place that Gordon reported needs more work is in Phase 4, Task 2 an area that requires code for priority of payments for the Juvenile module. He and Julie Dybas are currently working with two municipal court judges to work out the correct language to use. Gordon then finalized his update explaining that Task 3 of phase 4 involves the launch of the Clerk's cash receipting replacement, a 10-month effort to begin in mid-August and planned to be implemented in June 2008. He cautioned that the resources used to complete this task are also being shared with the RFR rewrite task.

GENERAL JURISDICTION COURTS CMS UPDATE

Pima Superior Court IT Director Gregg Obuch provided members with the status update on Pima AGAVE CMS. Pima recently increased staff by two to perform programming functions while losing a DB Administrator staff position at the same time. Gregg reported that for the CACTUS Calendaring and Case Management Development, the redesign of the charges screen has been completed and the review and update of the attorney assignment user interface is currently 50% complete. The yellow portion of the dash board marked "miscellaneous and special notes" for Case and Calendar Resources Development deliverables is not an item of concern as the item is moving on pace. Reporting on the data conversion project, Gregg mentioned work is strictly preformed on CACTIS legal and county attorney sections and what used to be considered a risk is no longer a threat.

Patty Noland, Pima County Clerk of the Court, continued with updates from the Pima County Clerk's Office. The Clerk's Office is now solely using the AGAVE financial system and off CrimWeb as a safety net. Currently, the Clerk's Office is working with the Superior Court on attorney subscription to online records while planning for the next portion, e-filing. Also, the Clerk's Office is working with the Justice Courts on orders of protection.

Administrative Office of the Courts CIO Karl Heckart added that Pima County Superior Court did ask for and was granted \$422,000 in additional funding but must complete a detailed plan for the next phase – Blaze 1.0 (AGAVE 3.0). Karl also noted that based on COT's decision to move forward with a vendor-built CMS; the JOLTS rewrite project has become more complicated. Legacy JOLTS system was built with its own CMS including financials as a stand alone system but now the new JOLTS rewrite will not be written with a CMS or financials. Those pieces will come from with the new CMS and financial systems from the Superior Courts. This poses an integration issue with limited jurisdiction and municipal courts. Currently, modules are being constructed by in-house AOC staff with the intention to integrate them with the new systems.

PCCJC TECHNOLOGY STABILIZATION UPDATE

Pima IT Manager Jason Epel gave a brief update to members on the status of the PCCJC Stabilization Project. Jason noted that the yellow on the status dashboard was due to a lack of adequate resources. He has two critical positions that need to be filled while the other staff on the project learns the “DIBOL” or Digital Interactive Business Oriented Language required for the migration of the server that is unstable. Jason summarized the project to replace legacy servers that are no longer stable with new servers that meet the automation needs for a new CMS and to build a more secure environment separating public services from internal services. The Commission on Technology has issued approval to move forward with the locally funded project, but has asked CACC to monitor to ensure it meets the stated goals. Jason is confident that even with the resources issues he is encountering he will meet the December 31, 2008, delivery deadline and is hopeful it will be complete ahead of schedule.

AZTEC PROJECT UPDATES

Karl Heckart provided members with an update on current AZTEC projects.

- **Passport/DV or Protective Order Module** – With the AO deadline, December 31, 2007, quickly approaching, the original attempt to build a standalone PO module and integrate it into AZTEC has been scrapped due to difficulties encountered during testing. To be in compliance by the deadline, a decision has been made code the module within AZTEC. It was noted that this poses a problem for non-AZTEC courts hoping to integrate the standalone PO module with their systems to meet the deadline date. General consensus was that a detailed plan needs to be constructed by the courts to determine their needs and review the possibility to extend the AO deadline based on the plan. Members volunteered individuals to work in collaboration to construct this new plan of action and determine if an extension of the timeline will be required.
- **E-Citation** – There have been a couple of vendor problems encountered with the e-Citation project due to the vendor being inexperienced dealing with multiple entities. Currently the vendor is working on release to resolve issues dealing with ticket reproductions. Also, problems have been encountered with duplicate citation numbers being issued. DPS is getting onboard with the program.

OLD BUSINESS

There was no old business presented.

NEW BUSINESS

Karl Heckart provided members with an update on some projects of statewide importance.

- **General Jurisdiction CMS** – The vendor-built option was reviewed by COT in June and approved by AJC. Talks are underway with a vendor, AMCAD. AMCAD was determined to be the highest functioning system of all systems reviewed with 98% of the courts needs being met out of the box. A business practice assessment needs to be finalized and reviewed against what the new system currently performs. Final stakeholder approval will be required to ensure that the vendor meets 100% of the requirements of the courts. A PIJ will be presented to ITAC and approval to raise spending authority will be requested from JLBC in September. If approved, work will proceed in hopes for full software acceptance in February 2008. Plans are being made for pilot in two courts by April or May 2008. A full assessment will be made following the pilot testing in hopes to be ready for rollout by July 2008.

Member Patricia Noland requested that project plans and timelines be submitted to CACC on AOC projects like this new CMS from AMCAD. She felt that AOC should adhere to the same requirements as all of the other entities on project status, time frames, costs, etc. that are presented at each meeting. Karl Heckart stated that they planned to do that.

- **VISTA/PC Rollout** – Vista testing has been in process for the last 30 days with sixty PCs being deployed in pilot courts. Minor issues have been reported that may require PowerBuilder to be upgraded. Also reported is that old Cannon scanners are not compatible with driver updates that don't yet exist. The Word Perfect replacement is still being met with resistance but must be done due to compliance issues. Once testing is complete the systems will be deployed statewide. Karl estimated that the rollout will take place in the spring of 2008. Reserved PCs are planned to be re-imaged with the XP operating system and used for applications found to not be compatible with the new Vista operating system.
- **ADRS/LEADERS** – ADRS is behind due to AZAFIS work at DPS. Testing is to be complete by the end of August. DPS's new DUI reporting system, LEADERS, is in the process of being tested in hopes of piloting to the courts in the spring.

A request was made to invite Probation Automation Coordinating Committee (PACC) staff to the next CACC meeting to deliver briefs on Juvenile and Adult Probation automation timeframe and impacts.

With no other items on the agenda for review, the meeting adjourned at 12:30 p.m.