

COURT AUTOMATION COORDINATING COMMITTEE MEETING MINUTES

September 20, 2007
10:00 a.m. – 2:00 p.m.

Arizona Supreme Court

Conference Room 230
Arizona Supreme Court
1501 W. Washington
Phoenix, AZ 85007

MEMBERS PRESENT

Kip Anderson*
Cathy Clarich
Joan Harphant
Donald Jacobson
Phillip Knox
Patrick McGrath
Gordon Mulleneaux
Gregg Obuch
Michael Pollard, *Chair*
Rick Rager
James Scorza
Dave Stevens
Paul Thomas

GUESTS

Phillip Ellis*, *Pima Superior Court*
Jason Epel, *TAC*
Lisa Royal, *PCCJC*
Becky Williams, *City of Tucson Municipal Court*

MEMBERS ABSENT

Margaret Guidero
C. Steven McMurry
Patricia Noland

AOC STAFF

Stewart Bruner, *ITD*
Ridge Franks, *ITD*
Karl Heckart, *ITD*
Adele May, *ITD*
Renny Rapier*, *ITD*
Carrie Stoneburner, *CSD*

* indicates appeared by telephone

WELCOME AND INTRODUCTORY REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order promptly at 10:00 a.m., welcoming members and guests. He then introduced Jason Epel, the IT Manager from Pima Consolidated Justice Courts, who is also a member of Technical Advisory Council (TAC).

LIMITED JURISDICTION COURTS CMS UPDATE

Rick Rager, Tempe CMS Project Manger, proclaimed a new implementation date for the system in Tempe – September 2008. Some recent staffing issues have slowed progress in several areas including batch processing and financials, but Rick stated that the project is being managed to the end date. A column was added to Tempe’s dashboard to record the revised date of various deliverables until COT agrees to reset the project schedule. Members agreed with this approach. Rick suggested that courts could speed his development timeline by adding their own resources to the project. Some discussion ensued about the advantages of using contract resources in the current market.

MARICOPA CLERK’S FINANCIAL SYSTEM UPDATE

Gordon Mulleneaux, Maricopa Clerk’s Office iFIS Project Manager, provided reasons why no update to the dashboard was submitted this month. Attention then turned to the request for \$240K in local JCEF to help fund the replacement of the 14-year-old cash receipting system that’s included in the iFIS project plan. Gordon explained that the work is being done separately from iFIS and its cost was not included in the project cost breakdown used to secure state funds several years ago. Members were satisfied with the explanation; Stewart will write an approval letter to Court Services.

GENERAL JURISDICTION COURTS CMS UPDATE -- AMCAD

Renny Rapiet, AOC’s General Jurisdiction Case Management System Project Manager and CACC staff, phoned in to provide members an update of the efforts on the AMCAD CMS. He submitted a dashboard as promised last month. The early dates are all being met and focus has been on staffing and performing a detailed gap analysis to the general jurisdiction functional matrix. October 31 is the date by which AOC must declare specific system functionality that requires modification. Renny mentioned that limited jurisdiction court representatives from Scottsdale, Tempe, Avondale, Surprise, and PCCJC have been involved in the meetings.

The formal project plan is at the vendor for final approval. Renny corrected an error on the dashboard that showed a project completion date of 6/27/08. That date is for the completion of work in the pilot courts while the contractual end date is November of 2009. Karl Heckart reviewed the process that would be use to compare options for limited jurisdiction systems to a functional matrix, similar to the exercise accomplished for the general jurisdiction system.

GENERAL JURISDICTION COURTS CMS UPDATE -- AGAVE

Phillip Ellis, AGAVE Project Manager, agreed to follow Tempe’s format for recording revised delivery dates. He has left milestones the same but shuffled the order of some activities that support the milestones. He shared several specific tasks that have completed recently. Work is underway on resolving discrepancies between CACTIS and AGAVE data, beginning with open cases. User training is still anticipated to begin in November 2007.

PCCJC TECHNOLOGY STABILIZATION UPDATE

Pima Consolidated Justice Courts IT Manager Jason Epel updated members on the status of the PCCJC Stabilization Project. He responded to Judge Pollard's concerns from the previous meeting that not enough project information exists for CACC to monitor progress. He described the high caseload of the court, the number of specialty courts in operation, and a series of chaotic events that have narrowed the technology focus to firefighting, keeping the current environment stable enough to continue business. Returning to manual processing methods is not an acceptable fallback plan. Jason assured members that the court doesn't have the wherewithal to construct a brand new CMS; the goal is to provide stability through better infrastructure that enables eventual use of the state CMS. He estimated that the court is still 8 to 12 weeks from receiving reliable system documentation and committed to firm up the project plan for CACC to monitor once that data is available. The court has now hired a key technical resource necessary to oversee the stabilization effort day by day.

STANDARDIZATION PROJECT UPDATE

Carrie Stoneburner updated CACC members about the recent priority placed on mapping financial codes between AZTEC and the vendor CMS. She reported that the general jurisdiction code workflow has been exercised successfully on several recent occasions.

AZTEC PROJECT UPDATES

- **Passport/DV or Protective Order Module** – Patrick McGrath updated members on the progress being made with the AZTEC protective order module which is being updated for Project PASSPORT compliance. Members were confused about the approach to meeting the January 1 date set by the chief justice. Patrick differentiated the inside-AZTEC approach from the outside-AZTEC approach and gave a brief update on the meeting Maricopa Superior held to share their module with any interested courts. Discussion focused on how big the changes would be in AZTEC and how training would be accomplished for various user populations. The general feeling was that no relief from the January 1 date would be needed, though a lot of work has to be accomplished between now and then.
- **E-Citation** – Karl Heckart briefly described the standards-based approach being taken to describing interfaces for processing of electronic citations regardless of the vendor used. Court Services is also standardizing the ATTC for electronic use, creating the standard format that will print for courts using the AOC e-citation repository and AOC's SmartPrint utility, since the utility doesn't currently allow a variety of print formats. Any court wanting its own custom ATTC and therefore custom print format has to get a substantial variation and purchase SmartPrint for its own use. Apache Junction will be proving all the "statewide standard" items in the November timeframe.
- **DPS' Mobile Vans** – Karl briefed members on a recent meeting with DPS in which they described their near-term vision for mobile photo radar vans that would file electronically into justice courts. This has tremendous business implications for courts downstream of the automatic opening of cases. No one is yet certain what the ripple effect will be or if there will be a legislative response to the plan. Joan Harphant called for rapid standardization in the e-citation arena before it grows bigger and gets out of control. She

suggested AOC talk to Carla Petty at the Governor's Office of Highway Safety. Members stated that the topic is on agendas for LJC, the upcoming leadership conference, LJCAA, and that Janet Cornell is looking to start an e-citation users group. Courts are frustrated that vendors have begun gravitating toward law enforcement to the exclusion of the courts, when it really has to be a process done in partnership. Vendors seem to be changing their compensation model to percentage of paid citations requiring a back-end feed from the court CMS to get their numbers.

OLD BUSINESS

Gordon Mulleneaux updated members on the priority of payments issue and progress being made on resolving it. He is hopeful the issue will be resolved at AJC again in October, giving him the policy direction he needs to code the juvenile financials as part of iFIS.

NEW BUSINESS

There was no new business presented.

With no other items on the agenda for review, the meeting adjourned at 12:25 p.m.