

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, February 17, 2011
10:00 AM - 12:30 PM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007



AUDIO PHONE NUMBER: 1-602-425-3192

AUDIO ACCESS CODE: 1112#

MEMBERS PRESENT

Kip Anderson*
Cathy Clarich
Julie Dybas
Mary Hawkins*
Donald Jacobson (*Jessica Cortes**, proxy)
Phillip Knox
Patrick McGrath
Richard McHattie
Patricia Noland
Michael Pollard, *Chair*
Rick Rager
Lisa Royal*
Paul Thomas

GUESTS

Steve Ballance*, *Pima Superior Court*
Charles Drake, *PCCJC*
Jennifer Gilbertson, *Phoenix Municipal Court*
Cindy McDonald, *MCJC*
David Stevens, *Maricopa Superior Court*

MEMBERS ABSENT

Timothy Dickerson
Rona Newton

AOC STAFF

Stewart Bruner, *ITD*
Dan Corsetti, *ITD*
Bob Macon, *ITD*
Adele May, *ITD*
Alicia Moffatt, *ITD*
Jim Price, *ITD*
Jim Scorza*, *ITD*

* indicates appeared by telephone

WELCOME AND INTRODUCTORY REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order just after 10:00 a.m. Staff confirmed that a quorum existed. He briefly summarized changes made to the minutes after the initial circulation of the draft, then requested members' input regarding the revisions that were subsequently redistributed on January 28.

MOTION: A motion was made and seconded to accept the revised minutes of the January 20, 2011, CACC meeting as circulated on January 28. The motion passed unanimously.

PACC UPDATE

Rona Newton was not available due to vacation, but staff member Stewart Bruner relayed her message that PACC is only meeting quarterly, so updates will be made at the CACC meeting that follows each PACC meeting.

JOLTSaz, SWID & JNA PROJECT CHANGES UPDATE

Bob Macon, Probation Automation Project Manager at the AOC, updated members on progress being made with the JOLTSaz Pima release. Last minute changes to the juvenile needs assessment (JNA) component, now called AZYAS, could affect the implementation date, depending on whether Pima agrees to implement JOLTSaz without AZYAS being implemented first and whether the AOC can implement AZYAS by the go/no-go date in late May. Additional meetings will be held within Pima and then between Pima and the AOC to arrive at a determination of whether the July 5 implementation date will stand or slide before the next CACC meeting. The next holiday weekend for implementation would be Labor Day, September 3 through 5.

Bob also informed members of a 6-week slip in implementation dates for juvenile statewide identifier (SWID) related to resolution of issues surfaced during testing. The updated schedule calls for Pima to implement on March 14, Apache and Navajo on March 28, and all remaining rural counties on April 11. The work needed to add Maricopa has now been fully estimated and planned; an agreement is being finalized with AOC DCSD, the funding provider, for Maricopa to deliver the SWID interface September 5.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Staff member Stewart Bruner briefly reported on specific changes made by managers of both statewide and local projects since last meeting. Most of those project managers submitting changes are present to describe the details in person. The most notable exception is AZTEC/Defensive Driving, but Stewart explained that slips don't yet affect dates of dependent projects (e-filing in AZTEC justice courts and statewide rollout of LJ AJACS). The implementation date was changed on the COT Priority Projects coversheet to reflect the slip. He also mentioned that the LJ CMS dates were now noted on the coversheet as "per steering committee."

E-FILING INTEGRATION & XML SPECS PROJECT UPDATE

Jim Price, AZTurboCourt Project Manager at the AOC, was detained, so Dan Corsetti, Manager of Integration Services at AOC, updated members on progress being made with the XML

specifications required by case management systems (CMSs) to send data to the central case index for use by AZTurboCourt filers. Some individual business requirements still remain in flux and discussions are underway with the vendor, Intresys. David Stevens pointed out that his development for iCIS integration is nearly finished but, due to the possibility of further change, he cannot make his task 100 percent complete without the XML specifications also being 100 percent complete. He stated that only the MCJC e-filing effort is affected at the moment. Dan shared his willingness to return to CACC with specific completion dates for specifications by case type and level of court. In answer to a question, Rich McHattie provided the lower-than-anticipated volume numbers associated with civil subsequent filings at the Clerk's Office in Maricopa Superior Court. Members discussed a number of ways to put the word out about mandatory e-filing as the date approaches.

MCJC E-FILING INTEGRATION PROJECT CHANGES UPDATE

David Stevens updated members on a critical issue with the integration between the Intresys court record MDE broker and the iCIS case management system that arose since the time the MindMap update was submitted. Discussion is underway about the cost and timeline for the vendor to correct the technical deficiency, but the current implementation date will definitely not be met. Slipping the integration date will affect the pilot OnBase implementation date for the Northeast Justice Center courts. Cindy McDonald from MCJC stated that, though OnBase preparation is 90 percent complete, she will not begin a rollout without a successful integration test taking place first. Jim Price was informed of the issues via e-mail.

Members were concerned David's discovery could potentially affect AZTurboCourt integration with other CMSs. He promised to share details with the e-filing technical team. Judge Pollard questioned whether the COT chair needs to be made aware of the issue and associated date slips. David recommended planning toward a July 11 test date at MCJC, but he will know more by the March CACC meeting.

Later, Jim Price added his perspective on the integration hurdles being experienced and the recent volume of civil subsequent e-filings in Maricopa Superior Court in TurboCourt and the free filer. Appellate e-filing is now in its third month. Civil case initiative in Pima continues to make development progress and application changes are being made to address judge and clerk concerns raised.

Jim pointed out that the applications are now largely developed, so the focus is turning toward integration of various automation systems. After Jim mentioned judge automation work, discussion turned to the back-end activities needed to operate a paperless court. Rich McHattie shared that ease of electronic interaction among various roles in the court handling a filing is more the key to success than the design of the front-end collector of filings. Jim stated that e-Court is discussing back-end consequences of e-filing and considering issues like printing copies of e-filed documents for judges and electronic signature requirements for clerks. Stewart also recapped the "acceptance versus review" discussion at the recent e-court meeting that affects clerks.

LJ CMS PROJECT CHANGES UPDATE

Adele May, Limited Jurisdiction (LJ) Case Management System (CMS) Project Manager at the Administrative Office of the Courts (AOC), reviewed the actions of the LJ CMS Steering Committee taken February 9. Members examined the original requirements from the gap assessment performed November 2008 through February 2009 and learned which items AmCad feels have already been addressed and which items still await development work. Next, the committee discussed the financial issues raised recently in relation to the list of requirements compiled by Harvey Lowe. Items were mapped for their maximum resolution horizon as either Day One (after pilot but before statewide rollout), Day Two (by end of statewide rollout), Day Three (following statewide rollout), or Large Volume release (a later, scheduled enhancement). More detailed requirements are being added and the list sent to AmCad for development timeline and cost estimation to arrive at a baseline release date and cost.

Steering committee members and guests were polled about their courts' LJ CMS adoption horizons using the same categories created for the financial items' resolutions. Adele relayed to CACC members the specific courts slotting into each "Day" for implementation. The committee also reviewed a consolidated document from the large-volume court gap effort in hope of mapping those additional items into the timeline for need. Content is being placed in a spreadsheet to facilitate the mapping effort for discussion at the March 10 steering committee meeting. All these items together contribute to determination of the date for the release of the baseline application.

Jim Scorza delivered his assessment of recent timeline changes by phone. Though his original hope of including Phoenix' requirements into the baseline product is gone, Jim remains optimistic the improvements will be incorporated in the Day Two timeframe. The difference in needed replacement horizon between Phoenix and Mesa has prompted a change in pilot court for the enhanced development effort to Mesa. Paul Thomas added that a meeting has been scheduled for his court, city IT and the AOC to discuss assistance available for meeting Mesa's 24-month deadline for transitioning off of the mainframe.

POST-IMPLEMENTATION REPORTS

No post implementation reports were made but Stewart informed members that the AJACS 3.5 rollout scheduled for February 28 ought to generate a post-implementation report next month.

ITEMS OF OLD OR NEW BUSINESS

Rick Rager informed members that Tempe City Court has successfully moved its production CMS hardware and software from the AOC to the city's data center thereby resolving latency issues.

The next meeting will take place in **Room 106** of the **State Courts Building** on **March 17, 2011**.

The meeting adjourned at 11:20 a.m..