

# CACC MEETING MINUTES

## COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, April 21, 2011  
10:00 AM - 12:30 PM

ARIZONA SUPREME COURT  
1501 W. Washington  
Phoenix, AZ 85007

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AUDIO PHONE NUMBER: 1-602-425-3192  
AUDIO ACCESS CODE: 1112#

### MEMBERS PRESENT

Timothy Dickerson\*  
Julie Dybas  
Mary Hawkins\*  
Donald Jacobson (*Jessica Cortes\**, proxy)  
Phillip Knox  
Patrick McGrath  
Richard McHattie  
Rona Newton  
Michael Pollard, *Chair*  
Lisa Royal\*

### GUESTS

Steve Ballance\*, *Pima Superior Court*  
Jennifer Gilbertson, *Phoenix Municipal Court*  
Carol Merfeld\*, *Pima Superior Court*

### MEMBERS ABSENT

Kip Anderson  
Cathy Clarich  
Patricia Noland  
Rick Rager  
Paul Thomas

### AOC STAFF

Stewart Bruner, *ITD*  
Karl Heckart, *ITD*  
Michele Gillich, *ITD*  
Adele May, *ITD*  
Alicia Moffatt, *ITD*  
Renny Rapier, *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 at 10:10 a.m. after staff confirmed that a quorum existed. He announced that David Stevens, a usual presenter at CACC, recently resigned. Phil Knox elaborated that David accepted a county-level position in the Maricopa Office of Enterprise Technology and that John Barrett has already been rehired as his replacement. Phil briefly recapped John's qualifications and history with the court. Judge Pollard then reviewed some small revisions made to the minutes from the March 17 meeting and asked for a motion regarding their acceptance.

**MOTION:** A motion was made and seconded to accept the minutes of the March 17, 2011, CACC meeting as revised. The motion passed unanimously.

## **PACC UPDATE**

Rona Newton informed members that the Probation Automation Coordinating Committee (PACC) will meet next week. (Updates are now only provided following PACC meetings.)

## **REVIEW OF CHANGES TO MINDMAP THIS MONTH**

Staff member Stewart Bruner briefly reported on each of the changes made by managers of both statewide and local projects since last meeting. He reminded project managers that they each bear the primary responsibility to inform managers of dependent projects immediately upon learning of a change in scope or date within their project. His role as communicator of project changes reported is only a failsafe and secondary to their responsibility. Judge Pollard reiterated Stewart's reminder in light of the global approach that is the focus of the Committee's governance process. He emphasized the necessity for cooperation, communication and coordination by project managers. Stewart offered to look up dependencies for any project managers who contact him.

## **E-FILING UPDATE AZTURBOCOURT AND RELATED PROJECTS**

Jim Price, AZTurboCourt Project Manager at the AOC, provided a progress update on monthly filing volumes related to the Maricopa Superior Court civil subsequent e-filing effort. As the May 1 mandatory e-filing date for attorneys nears, a training and communication blitz is underway. Work is progressing with Pima Superior Court on the statewide model for civil case e-filing that includes case initiation. A new release of the TurboCourt product from the vendor will include enhancements needed by Pima, MCJC, and the Phoenix-based appellate courts. Jim provided a target date of July 11 for release to the public. He added that challenges exist in MCJC due to the necessary middleware there and the adoption of digital documents concurrent with e-filing necessitating a variety of business process changes.

In response to a question about the reasoning behind reducing the scope of the domestic relations e-filing effort to pay and print, Karl Heckart explained that intelligent forms development speed is now outpacing the ability of various case management systems to be modified to consume the resulting data.

## **E-FILING INTEGRATION AT MCJC**

Cindy McDonald, EDMS Project Manager at Maricopa Justice Courts, was not in attendance. Stewart reported that he had informed her of the need to appear at the meeting due to changes in

dates related to OBOL implementation and, in David Stevens' absence, the change in implementation date for the CR MDE server/iCIS integration work. Judge Pollard and Stewart will communicate to the Maricopa justice court administrator CACC's expectation that Cindy (or any project manager) comply with CACC's request to provide an update when necessary.

## **POST-IMPLEMENTATION REPORTS**

No items were raised.

## **PREPARATION FOR CHAIRMAN'S REPORT TO COT**

Judge Pollard stated that he is comfortable with updating COT members on CACC's process modifications since last year, but lacks any data for presenting a list of priorities and associated costs to COT, as Justice Hurwitz is expecting. Karl Heckart then walked members through the strategy and timeline for obtaining details for the COT presentation. Patrick McGrath, chair of the general jurisdiction courts CMS steering committee, outlined that group's efforts to arrive at usable input for CACC. Jim Scorza, chair of the limited jurisdiction courts CMS steering committee, outlined three parallel tracks being followed to obtain detailed requirements and associated costs from the vendor. Unfortunately, the situation remains very fluid and neither effort will conclude very far in advance of COT's May 6 meeting. Karl outlined some philosophical points that could be made in the absence of detailed data. Jim Scorza reminded members to take into account the critical CMS replacement needs of Mesa and PCCJC when deciding priorities.

Members discussed their comfort with holding another meeting prior to COT rather than directing the chair to act on their behalf.

**MOTION: A motion was made and seconded to direct staff to schedule a 90-minute teleconference on May 3 between 11:30 and 1:00 to review the input from the steering committees and vendor then create input for the COT presentation. The motion passed unanimously.**

Stewart will circulate to members whatever input he receives from the steering committees and vendor prior to the meeting.

## **ITEMS OF OLD OR NEW BUSINESS**

None were raised.

A special, single-topic meeting will take place in **Room 108** of the **State Courts Building** on **May 03, 2011**.

The next regular meeting will take place in **Room 106** of the **State Courts Building** on **May 19, 2011**.

The Commission on Technology meets May 6, 2011, in Room 119 A/B.

The meeting adjourned at 11:10 a.m.