

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, May 19, 2011
10:00 AM - 11:30 AM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007

AUDIO PHONE NUMBER: 1-602-425-3192

AUDIO ACCESS CODE: 1112#

MEMBERS PRESENT

Kip Anderson*
Timothy Dickerson*
Julie Dybas
Donald Jacobson
Phillip Knox (*Peter Kiefer, proxy*)
Patrick McGrath
Richard McHattie*
Rona Newton
Patricia Noland*
Michael Pollard, *Chair*
Rick Rager (*Christy Slover, proxy*)
Lisa Royal*
Paul Thomas

GUESTS

Steve Ballance*, *Pima Superior Court*
Jennifer Gilbertson, *Phoenix Municipal Court*

MEMBERS ABSENT

Cathy Clarich
Mary Hawkins

AOC STAFF

Stewart Bruner, *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. The chair requested members' input regarding the minutes from the April 21 CACC meeting.

MOTION: A motion was made and seconded to accept the minutes of the April 21, 2011, CACC meeting. The motion passed unanimously.

REPORT FROM COMMISISON ON TECHNOLOGY ANNUAL MEETING

Judge Pollard read the specific language of the funding-related motion from the draft minutes of the June 6, 2011, Commission on Technology (COT) meeting. Karl Heckart then commented on the relative accuracy of the vendor estimates used in determining the requested funding amounts. He noted that the numbers this year were produced in a very compressed time frame. He mentioned that work continues on determining the business value of the requested enhancements and the associated return on investment before the vendor solidifies the cost and timeline. The amount of funding required in FY12 versus FY13 has not been solidified, either.

Paul Thomas then elaborated the various project-related activities in Mesa getting underway to support a March 2013 implementation date for the court. Karl announced some target dates for delivery of the development specifications from the vendor and declared that the effort will necessarily be more "analyst-centric" than the AZTEC replacement requirements gathering efforts.

In answer to a question regarding Phoenix not participating in the Mesa CMS enhancement project, Jennifer Gilbertson provided an update on the Phoenix CMS replacement project's next steps. She advised that AmCad requested an amendment to the PMC Pilot gap work order, delaying the Person Matching module until September and eliminating the Sentencing deliverables altogether so that AmCad could focus on Mesa's CMS project. The Phoenix pilot gap contract with AmCad is being updated to reflect the suggested amendments.

PACC UPDATE

Rona Newton updated members on the PACC meeting held April 25th. PACC continues to function as a conduit between business users of probation automation and the technologists who supply that automation. Five issues were raised by business representatives. Various AOC representatives have taken ownership of the specific issues; none warranted action by CACC.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Staff member Stewart Bruner briefly reported on the several specific changes made by managers of both statewide and local projects since last meeting. No significant schedule slips or scope changes occurred.

LJ CMS PROJECT UPDATE

Adele May, Limited Jurisdiction (LJ) Case Management System (CMS) Project Manager at the Administrative Office of the Courts (AOC), announced that the next two releases of AJACS should contain the necessary AZTEC-replacement functionality. She will be changing the MindMap input to reflect the proposed September and February release dates. Keeping those dates would lead to a summer 2012 pilot. Work continues on determining the data conversion

strategy. A separate group is being tasked with determining that appropriate approach for FARE data, the main factor in determination of the strategy. Adele is in the process of reaching out to five municipal courts in other states that currently use the AmCad CMS in hope of forming a user group.

In answer to a question, Adele indicated that the move of an AOC analyst to the Mesa project may slow the timeline for bench automation work. Judge Pollard spoke in support of speeding the bench automation effort on behalf of LJ judges whom he knows suffer for lack of standardization in tools and business processes.

MINUTES FROM SPECIAL CACC MEETING

While awaiting Jim Price's arrival, the chair reminded members about the special meeting held on May 3, 2011, and asked for discussion regarding the draft minutes.

MOTION: A motion was made and seconded to accept the minutes of the May 3, 2011, special meeting of CACC. The motion passed unanimously.

Judge Pollard repeated Karl's earlier point that the enhancement request process needs to begin much farther in advance of COT next year in order to prevent the last-minute crisis CACC experienced this year.

POST-IMPLEMENTATION REPORTS

Christy Slover from Tempe Municipal Court brought members up to date with various enhancements made to the Tempe CMS in addition to completion of the prosecutor module.

E-FILING AND RELATED PROJECTS UPDATE

Jim Price, AZTurboCourt Project Manager at the AOC, updated members on progress being made with three concurrent e-filing applications. Issues with slow document retrieval at Maricopa Justice Courts are being addressed but may prompt extension of the user acceptance testing timeline. Pima Superior court is experiencing similar issues and may have its testing timeline extended. Appellate e-filing's recent focus has been contractual issues between the AOC and the vendor. Jim changed his MindMap dates to show that all three projects are anticipating delivery of required functionality in the August 12 release of AZTurboCourt.

Jim mentioned the AGAVE data cleanup effort and the ongoing efforts to increase the volume of electronic filings at Maricopa Superior Court. Members were perplexed to learn that 50 percent of filing volume is still taking place over the counter though an administrative order mandating e-filing for all attorneys is in place. Rich McHattie indicated that the civil free filing application is still functioning but scheduled for decommissioning on June 1. The data indicates that much of the paper volume continues to come from runners hired by law firms. Jim shared the reasons that some law firms continue experiencing difficulties with PayPal.

ITEMS OF OLD OR NEW BUSINESS

None were mentioned.

The next meeting will take place in **Room 230** of the **State Courts Building** on **June 16, 2011**.

The meeting adjourned at 10:50 a.m.