

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, October 20, 2011
10:00 AM - 12:00 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*
Phillip Knox
Patrick McGrath
Richard McHattie*
Rona Newton
Michael Pollard, *Chair*
Rick Rager

GUESTS

Steve Ballance*, *Pima Superior Court*
John Barrett, *Maricopa Superior Court*
Jennifer Gilbertson, *Phoenix Municipal Court*
Lester Godsey, *City of Mesa*

MEMBERS ABSENT

Michael Malone
Patricia Noland
Paul Thomas

AOC STAFF

Stewart Bruner, *ITD*
Karl Heckart, *ITD*
Jim Price, *ITD*
Renny Rapier, *ITD*
Jim Scorza, *ITD*
Valarie Strayer, *ITD*
Cynthia Thomas, *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. After confirming that a quorum existed he requested members' input regarding the minutes from the September CACC meeting.

MOTION: A motion was made and seconded to accept the minutes of the September 15, 2011, CACC meeting as written. The motion passed unanimously.

PACC UPDATE

Rona Newton reported that no items from the most recent PACC meeting warranted elevation to CACC.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Staff member Stewart Bruner ceded his agenda time to Karl Heckart who briefed members on the addition of new, external dates to statewide projects in advance of a discussion at COT on November 4 about priorities, available resources, and setting realistic timelines for completion. Excessive optimism by project managers has a ripple effect and needs to be balanced by realistic experience and assessment of risks. At the same time, vendor development efforts are being placed on more rational schedules to keep from overrunning AOC resources. Karl illustrated the ramifications of the various changes using the Mesa large volume enhancement project as an example.

Lester Godsey, Mesa's interim project manager, stated that he is constantly monitoring the progress of the project against the milestone dates and will warn management when end dates appear to be in jeopardy so that alternatives can be explored before a crisis erupts. He mentioned a strategy of requesting more enhancements in the two upcoming releases in hopes of speeding the development timeline by leaving less functionality to the later releases. AOC and Mesa will both be meeting with AmCad representatives next week to discuss the situation. Karl warned that COT may further change the May 2011 priorities list, causing a domino effect that will need to be reflected on the MindMap.

Members raised concerns about a consequence of excessive padding being applied which would lower the priority of the work on a given project. Karl explained that two sets of dates exist: internal and external. The work continues in alignment with the internal date, not the external date. In response to a question about whether resources and funding would last long enough to get to the revised end dates, Karl stated that that is among the reasons he is returning to COT.

MESA LV ENHANCEMENTS PROJECT UPDATE

In Paul Thomas' absence, Lester Godsey reported on the milestones and dates that have now made their way onto the MindMap. He elaborated on why the development of the prosecutor module remains without a target date. Rick Rager provided advice based on Tempe Municipal Court's experience with developing its prosecutor module. Lester also announced that a permanent project manager has been hired from the City of Peoria who will start on October 24.

AZTURBOCOURT-RELATED PROJECT UPDATES

Jim Price, AZTurboCourt Project Manager at the AOC, updated members on the situation with e-filing of small claims at MCJC and general civil e-filing at Pima Superior Court. Both projects had their pilot implementation date pushed back to November 22. Both will launch softly some time after November 22 using URLs that are not being published to the general public yet.

Steve Ballance shared that Cycle 3 testing is progressing well for Pima Superior Court after getting pushed back by earlier integration issues, causing the implementation date to be moved to November 22 and the likely date for piloting the first law firm to move to November 29. John Barrett provided detail about two issues affecting the MCJC small claims e-filing implementation effort – one is hardware/software related and the other reflects a business process difference between the court's paper practice and the way the e-filing solution is being implemented.

Stewart questioned the addition of a task for AZTurboCourt/OBOL integration this month and if he could replace the current "Must Haves" task on the MindMap with the specific issues that affect implementation: party matching and filing packets. John also related that in addition to the Moon Valley precinct, the Desert Ridge precinct could also be included in the small claims e-filing pilot project.

GJ CMS PROJECT UPDATE

Renny Rapier, manager for the general jurisdiction (GJ) case management system (CMS) enhancements project, briefly described to members slips in delivery dates for the interfaces necessary to support ADRS, JOLTSaz, and APETS as well as Clerk Review and Judge Review due to their placement into later releases of AJACS than originally estimated and the reduction in frequency of releases to two per year. Training of clerks and probation officers will have to be included within the implementation timeline.

POST-IMPLEMENTATION REPORTS

Cynthia Thomas briefed members about the October 3 implementation of Defensive Driving Phase II throughout the state. The project eliminated both the AS/400 application and the VPN connections used by the schools to communicate with it. Rick Rager shared Tempe's view of the conversion and cutover, describing it as a smooth implementation overall.

ITEMS OF OLD OR NEW BUSINESS

No items of old or new business were raised.

The next meeting will take place in **Room 230** of the **State Courts Building** on **November 17, 2011**.

The meeting adjourned at 11:20 a.m.