

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, May 22, 2014
10:00 AM - 1:30 PM

PIMA CONSOLIDATED JUSTICE COURT
115 N. Church Ave.
Tucson, AZ 85701



AUDIO PHONE NUMBER: 1-602-425-3288
AUDIO ACCESS CODE: 6498#

MEMBERS PRESENT

Cathy Clarich
Julie Dybas
Christopher Hale
Donald Jacobson (*Jessica Cortes, proxy*)
Phillip Knox
Ron Overholt
Rona Newton
Michael Pollard, *Chair*
Chad Roche (*Thom Watson, proxy*)
Paul Thomas

MEMBERS ABSENT

Kip Anderson
Janie Randall

GUESTS

Barbara Daniels, *PCCJC*
Charles Drake, *PCCJC*
Jeremiah Fisher, *PCCJC*
Chris Holguin, *PCCJC*
Doug Kooi, *PCCJC*
Pamela Pennington, *Tucson City Court*
Ken Kung, *Scottsdale City Court*
Sally Simmons, *Pima Superior Court*
Micci Tilton, *PCCJC*

AOC STAFF

Stewart Bruner*, *ITD*
Karl Heckart, *ITD*
Mary Kennedy, *ITD*
Tina Knezovich-Hladik*
Lou Ponesse*, *ITD*
Jim Price*, *ITD*
Jason Shumberger, *ITD*

* indicates appeared by telephone

WELCOME AND OPENING REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order shortly after 10:00 a.m. at Pima Consolidated Justice Court (PCCJC) in Tucson. He conducted a roll call of those in the room and on the phone, confirming that a quorum existed. The chair reminded members about the demonstration of Agave's current capabilities in the justice court at the end of the meeting.

The chair called attention to the minutes of the April 17, 2014 CACC meeting in members' packets.

MOTION: A motion was made and seconded to accept the minutes of the April 17, 2014 CACC meeting. The motion passed unanimously.

STATEWIDE TECHNOLOGY REFRESH PROJECT UPDATE

Tina Knezovich-Hladik, Technology Refresh Project Manager, and Lou Ponesse, AOC Customer Support Center Manager, updated members on some recent accomplishments of the project and the current schedule of activities leading to the rollout of the new PCs beyond the AOC. They also shared recent decisions made about refreshing Juvenile Probations PCs statewide and Adult Probation PCs county by county.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Substituting for Staff Member Stewart Bruner, Jason Shumberger informed members of the changes to the MindMap since last month. Two changes were made in the AZTurboCourt area of the MindMap, one in the GJ AJACS area, and release dates for LJ AJACS were moved back to "TBD" status. Members were provided the updated priority projects table for reference.

PROJECT UPDATE: LJ CMS REPLACEMENT EFFORT

Karl Heckart recapped AmCad's recent management changes and discussions in meetings with the new CEO and new CTO. The company investors are taking a long-term approach but it takes time to turn processes and culture around. Karl has advised the leadership to obtain consulting from a prominent court executive to improve their credibility as they transition away from being an IT services company. He explained why no firm dates will be given until the next release can address certain longstanding issues. Karl believes a release candidate for full user testing and data conversion dry runs will be available by the end of August. Mesa is working on resetting their internal project dates in light of that plan.

In answer to a question, Karl described the exercise undertaken to tailor the base, single-court, AmCad product for limited jurisdiction (LJ) courts' use across an entire state. Paul Thomas added that the Mesa staff is excited about the functionality of the software they have seen, but some challenges exist with obtaining sufficient resource levels for the amount and speed of local and AOC testing needed to meet the anticipated dates Karl shared. Paul elaborated on various tasks being undertaken now to speed up testing at the time the code is released to Mesa, but only so many things can be done ahead of time. He emphasized the importance of Mesa's code and configuration testing on behalf of the other 140-plus courts.

Discussion focused on eventual courses of action the AOC might exercise depending on the performance of AmCad and the confidence courts have in the project. Karl shared that CACC, COT, and AJC will ultimately make any decision to go another direction. Chris Hale expressed his frustration that his court has been on hold for 2 years as dates have slipped. He offered to contribute testing resources to Mesa.

PROJECT UPDATE: eUNIVERSA E-FILING

Jim Price, eUniversa eFiling Program Manager, pointed out that the detailed tasks associated with Release I development by AmCad are now on the MindMap. Jim pointed out that the scope document, gap analysis, risk plan, and communication plan are completed and getting signed. Gaps have been identified and the requirements to fill the gaps are being documented at the moment. Integration testing with the central case index (CCI) is now scheduled for early next month. Design work will necessarily follow documentation of the requirements. Jim reminded members that plans rely on AJACS for clerk review and that the inter-system message interface standards in use today will be reused to the greatest extent possible for integration with Pima and Maricopa clerks' e-filing systems. Jim anticipates that some new requirements along the way will affect the message interface.

In answer to a question from the chair, Jim mentioned the AZTurboCourt work underway with Pima Superior court before the second release of eUniversa will be implemented in Pima to enable mandatory e-filing.

PROJECT UPDATE: AZYAS DEVELOPMENT

Bob Macon, Probation Automation Manager for the AOC, updated members on the reasons for the recent slip in the third-party vendor's delivery date for the standardized base AZYAS application. The current statewide system was constructed by a different vendor. Contract negotiation took longer than planned, but development is now underway three months later than anticipated. Testing is scheduled for August with implementation statewide in September.

POST-IMPLEMENTATION REPORTS

In the absence of Amy Wood, AZTurboCourt eFiling Program Manager, staff member Stewart Bruner briefly reported on the success of the recent disaster recovery testing in the production environment at the AOC.

ITEMS OF OLD OR NEW BUSINESS

There were no items of old or new business brought before the committee.

DEMONSTRATION OF AGAVE CMS USED BY PCCJC

Judge Pollard asked members to each take a printed checklist from the original LJ case management system (CMS) gap assessment and fill it in while observing the various functions demonstrated on the Agave system. Doug Kooi reminded members about the history of adoption of Agave from the superior court and the stressed the issues that had to be overcome while converting the old data into the new system. Doug emphasized that the Agave system is designed to meet PCCJC's business requirements rather than to be a statewide standard system for Arizona's LJ courts. He encouraged members to request to see any necessary functionality that

is not readily apparent. Charles Drake provided a technical background of the project before turning things over to the following demonstrators from the court:

- Barbara Daniels, Deputy Court Administrator
- Micci Tilton, Deputy Court Administrator
- Chris Holguin, Civil Traffic Hearing Officer
- Jeremiah Fisher, Accountant

Charles wrapped up the demonstration by showing some additional features the court finds very useful, describing some training and coaching issues that have arisen since implementation, and reviewing interfaces being activated in the future. Pima Presiding Judge Sally Simmons ended the meeting by informing members that judges from the other LJ courts in Pima County are interested in adopting the Agave system.

The next meeting will take place in Room 106 at the AOC on **June 19, 2014 at 10 AM.**

The meeting adjourned at 1:30 p.m.