

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, October 15, 2015
10:00 AM - 12:30 PM

MESA MUNICIPAL COURT
115 N. 1st Ave.
Mesa, AZ 85201

AUDIO PHONE NUMBER: 1-602-425-3288
AUDIO ACCESS CODE: 2035#

MEMBERS PRESENT

Cathy Clarich
Julie Dybas
Christopher Hale
Donald Jacobson
Phillip Knox
Jeff Mangis*
Rona Newton
Ron Overholt
Michael Pollard, *Chair*
Janie Randall*
Paul Thomas

MEMBERS ABSENT

Kip Anderson

GUESTS

Court CMS Team, *Mesa Muni Court*
Lauren Lupica, *Mesa City IT*
Leonard Montenegro, *Mesa Muni Court*
Hon. Lisa Muth, *Mesa Muni Court*
Clint Potts, *Mesa City IT*
Randy Smiley, *Phoenix Muni Court*
Hon Matt Tafoya, *Mesa Muni Court*

AOC STAFF

Stewart Bruner, *ITD*
Jason Shumberger, *ITD*

* indicates appeared by telephone

WELCOME AND OPENING REMARKS

Judge Michael Pollard, Chair, called the short Court Automation Coordinating Committee (CACC) meeting to order promptly at 10:00 a.m. After a count of members present and on the phone, staff confirmed that a quorum existed. The chair then summarized his reason for slightly revising the draft minutes of the September 17 meeting.

MOTION: A motion was made and seconded to approve the minutes of the September 17, 2015 CACC meeting as written. The motion passed unanimously.

The chair thanked Paul Thomas and representatives of Mesa Municipal Court for hosting the meeting and providing a demonstration of the new case management system (CMS) He reminded members of the plan for a two-hour demonstration.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Staff Member Stewart Bruner informed members in detail of individual changes to the MindMap made since the September meeting, since no project managers except Mesa's would be present to provide updates in the meeting. Members were still provided an updated priority projects listing for reference.

PROJECT UPDATE: CASE MANAGEMENT SYSTEMS

Adele May, the limited jurisdiction (LJ) CMS project manager, was not present due to a commitment at a court. Don Jacobson requested that a report be delivered at the next CACC meeting about financial processing at Apache Junction Municipal Court and about progress on automating warrant and bond loading for the AZTEC courts as they convert to AJACS, first mentioned last month.

Paul Thomas, Mesa City Court Administrator, reported progress with statewide interfaces as part of the CMS demonstration. TIP work is already scheduled and meetings have gotten underway with Christi Weigand, AOC FARE Program Manager, to communicate the business requirements leading to adoption. Paul reported on a recent CPOR interface technical meeting with the AOC and the resulting test date of early December.

Chris Hale, Tucson City Court Administrator, reported on various local activities in support of the January 8, 2016 implementation date for AJACS in the court. Chris noted progress on training, scheduling data conversion dry runs, and current issues including full and partial pay web payment and sentencing multiple dockets. The chair added his experience with the training and echoed Chris' concern about rapidly solving the multiple docket sentencing problem.

PROJECT UPDATE: eUniversa, eBench, eAccess

Eric Ciminski, ePrograms Manager, and Jim Price, eUniversa Project Manager, had a conflict with another meeting and were not available until after the CMS demonstration was already underway. Stewart delivered what information he could about the latest dates for their tasks in the MindMap changes portion of the meeting. Stewart emphasized that three coordinated projects must each complete in order to deliver eFiling to Yavapai Superior Court.

MESA CASE MANAGEMENT SYSTEM DEMONSTRATION

Paul Thomas introduced Mesa team members from both the court and City IT who made the data conversion and CMS implementation a success. He summarized success the team brought about: 256,000 cases with only a \$17 discrepancy for financials.

A succession of team members then created and followed a case through its entire lifecycle using the CMS distributing a printout of the various forms and reports created along the way. Members and staff asked various questions of the Mesa team during and following the demonstration. The chair commended the court on its excellent and thorough demonstration of the system.

ITEMS OF OLD OR NEW BUSINESS

No items of old or new business were presented.

The next meeting will take place at the state Courts Building, Room 230, on **November 15, 2015 at 10:00 AM.**

The meeting adjourned at 11:45 a.m.