

**TECHNICAL ADVISORY COUNCIL**  
**A Subcommittee of the Commission on Technology**  
**Minutes**  
**October 6, 2006**

**Members Present:**

**Lillith Avalon**  
**Ron Beguin**  
**Karl Heckart**  
**Eloise Price**  
**Kyle Rimel**  
**David Stevens**

**Members Not Present:**

**Mohyeddin Abdulaziz**  
**Joan Harphant**  
**Correnia Honnaker**  
**Randy Kennedy**  
**John King**  
**Cary Meister**  
**Carol Merfeld**  
**Gregg Obuch**  
**Rick Rager**  
**Alan Turner**

**Others Present:**

**Stewart Bruner, Staff**  
**Karl Ward**

\* indicates attendance via phone

**Welcome and Introductions**

The October 6, 2006, meeting of the Technical Advisory Council (TAC) was called to order at 10:05 a.m. by Karl Heckart, Chair. He then outlined the meeting as the kickoff for detailed technology support of Commission on Technology (COT) e-court-related initiatives.

**Business Continuity/Disaster Recovery Related to e-Records**

Karl described the significance business continuity on several fronts: 1) IT has become so intertwined with the business that an outage of any magnitude shuts down the function of the judicial branch, 2) a draft administrative order that designates the electronic image to be the official court record in Maricopa County means the record must be reliably available since there will be no paper backup, and 3) chaos is coming since court backup systems today exist on a shoestring with few standards. TAC needs to identify the vulnerabilities, solutions that address those, associated costs, and then ask COT to fund the ones that protect the most for the least cost. AOC needs to know what services local

courts find important to continue in disasters so they can craft a plan for central services, data, and connectivity that continues to deliver those. Members felt that some group needs to lead courts through a formal risk management process using a scenario approach to help determine what business function continues during what events at what cost. Discussion focused on possible strategies for accomplishing that goal and whether to select a pilot court to test it on. Disasters run the gamut from a backup that takes too long to a nuclear bombing, but the focus of planning should be on the aftermath and the ripple effect the disaster will have on justice partners.

Maricopa Superior volunteered to provide Stewart with a risk matrix for distribution to members to evaluate for applicability to their courts as an instrument to record scenarios and plans. The Clerk in Maricopa is currently having a third-party assessment of its disaster recovery strategy and environment. Karl asked members to begin identifying the local points for interconnection before the next meeting. He will work on a “state today” and “state future” picture of interconnections at the same time. The focus of the next meeting will be to arrive at a framework for getting a cost model to COT for consideration at the annual meeting.

### **e-Court Support**

Karl provided a brief recap of the activities of the subteams of the COT’s e-Court Subcommittee, especially the projects each is pursuing. At the limited jurisdiction level, that includes e-citation and standardizing form data. AZTEC is being opened up to initiate cases using outside XML data. General jurisdiction courts are focused on seeing the multi-vendor approach work in Maricopa, then spreading it to other superior courts. Discussion ensued about the prudence of waiting for AGAVE or “fixing” AZTEC to support the multi-vendor model. For criminal justice data, the focus is on completing Arizona Disposition Reporting System (ADRS) Phase II as the down payment on an eventual enterprise service bus for the courts. This would allow the case management systems to focus on events and the bus/data warehouse to apply business rules and execute actions based on those events. At the appellate level, the focus is on getting electronic case filing up and running quickly by installing EDMSs and leveraging the Maricopa multi-vendor code set. They are also processing rules changes to allow electronic distribution of documents within the court. Standards are being defined to tie together courts and justice partners. Groups will be convened to deal with common issues amongst the various levels, like e-signature.

TAC is the most likely group to define technical solutions. The group’s feeling was that inside the court an order specifying authentication rules for the use of “/s/” as a signature would be sufficient, but outside the court a technical solution would be required to provide needed authentication, non-repudiation, and document/message integrity. That solution is a function of the business needs of justice partners and banks to possess something tangible that absolves them of any liability for acting on an electronically signed document. More discussion is needed on that front. For now, outbound documents need to remain paper.

## **Project Update Roundtable**

Members shared their key projects and progress being made.

GILA – Finishing NAS offsite storage. Standalone court calendaring system being implemented from Center Court. Now sending records on appeal electronically to Division Two using modified AIC program from Pinal. Getting involved with AOC remote court reporters project.

APACHE –Created a program to burn images from EDMS onto CD for distribution to justice partners and appellate court, just beginning electronic minute distribution project. Close to providing justice partners access to replicated images on webserver which also serves as a backup for the clerk. Changing the way the court and clerk connect to the county network to increase security and transport speed.

MOHAVE – Dealing with spike in media requests related to recent Jeffs arrest. Updating video initial appearance system to H.323 protocol and multipoint calling. Re-homing internal network from Kingman to Bullhead City, along with providing redundant connectivity. Implementing caseflow measures as extracts from Crystal Enterprise.

Extracting/ Integrating public defender forms into court system. Karl then described the future vision for court statistics, taking a dashboard approach that compiles as you go.

PHOENIX – Four caseflow-related reports being supplied monthly from current CMS. Changing photo enforcement vendors November 1<sup>st</sup>. OnBase implementation project is proving successful for closed records. Updating CMS functionality while migrating to J2EE (still evaluating Tempe CMS and iCIS for suitability in Phoenix). Implementing a backup firewall and load-sharing approach on the firewalls. Phoenix recently kicked off a task force on privacy and notifications in the event of a data breach. Concern exists that a date may be set after which courts will no longer accept paper citations for processing, based on some recent remarks.

MARICOPA CLERK – Undertaking disaster recovery assessment in conjunction with implementing paperless office January 1, 2007. Focus is on making the multi-vendor model work with actual production filings. Developing Juvenile MEEDS as a .NET system that will break the tie to Word. Considering bringing MEEDS back in house rather than relying on SmartBridge's resources.

MARICOPA SUPERIOR COURT – Will be testing disaster failover capability in conjunction with the move to a new building October 20. Replacing line printers. Consolidating network within county tree. Undertaking juvenile system rewrite. Working on financials for adult and juvenile probation with Clerk's Office. Working with ICJIS on electronically filing/quashing warrants. Working out payment gateway details with IBM as part of e-forcible detainer pilot. Re-doing entire court website in time for CTC10 evaluation. Planning for .NET conversion of iCIS by end of 2008 with move to 64-bit platform.

STATE – Statewide, state-funded Jury+ Web Interactive deal was agreed to by jury commissioners, implementation is likely next summer after standards and shared infrastructure get put in place. AOC is getting new phones and new phone numbers over next couple of weeks. AOC is also attempting to get to a single directory approach. A directory management product is being installed to manage information and listings. A mechanism will be needed to tie in directories outside of AOC. ACJC is holding a

criminal justice symposium to rally support for their strategic plan in mid-December. Tempe is still anticipating installation of the new CMS in their court in summer of '07 – AOC would then undertake its assessment for statewide use. Addition of probation offices to Correction Officers Retirement Plan necessitates expedited creation of an automated member management system at AOC. The meeting adjourned at 1:53 p.m.

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TAC's next meeting is scheduled for December 8, 2006, in Conference Room 345.

COT's next meeting is scheduled for November 3, 2006, in Room 119A/B.