

Pima County Superior Court FARE Implementation Status Report

Status Report Date:

August 30, 2017

Distribution:

- ❖ Pima County: Patricia M., Allen W., Sean A., Susan C., and Ron O.
- ❖ AOC: Steve H., Candace A, Brittany P., and Laura R.
- ❖ Shared Pima County/FARE webpage*

Discussion Points/Decisions:

- A conference call was held on August 30th and present on the call were: Pima County – Christine, Susan, Cas, Patricia M.; AOC – Steve H. and Laura R.
- Patricia updated the group on progress since the last conference call.
 - Sean is reviewing the implementation plan and will be adding dates based on programming resources. She expects the completed plan back this week.
 - Patricia reviewed the business requirements planning guide with Sean and Cas. Cas' group has responsibility for several of the topics, so he will be taking the lead on drafting those business requirements. Steve offered Cas his assistance if/when necessary.
 - Patricia and Cas are considering visiting PCCJC in the near future to see how their FARE screens are set up.
 - Susan asked about the chargeback process. She would like to know more about how to deal with restitution and chargebacks. Steve said we would send her the current procedures/training for her review as well as find out more details from a superior court that might have dealt with this issue.
 - Patricia has sent the charge table to Alan and Sean for their review.
 - Laura will send the next round of conference call details to Patricia.

Parking Lot: No items at this time.

Next Steps/Tasks

| Task/Step | Responsible | Projected Date of Completion | Completion Status |
|--|-----------------|------------------------------|-----------------------|
| Begin drafting of first BPR documents | PCSC | 5/26/2017 | In progress |
| Create a Q&A document | FARE | 4/24/2017 | In progress/as needed |
| Restricted address data given to Patricia for review | Sean | 8/2/2017 | Done |
| FARE Max_Min document approved by Ron | Patricia | 8/2/2017 | Done |
| Question to be answered – if address is ordered restricted, does that mean address and address updates cannot be sent to DW and Conduent for noticing? | PCSC | 7/1/2017 | Done |
| Set weekly BPR and check in meetings | PCSC | 5/26/2017 | Done |
| Begin drafting project plan | FARE | 4/24/2017 | Done |
| Copy of PCSC/FARE notices sent to PCSC for review | FARE | 5/22/2017 | Done |
| Patricia to set meeting date and time with PCSC staff re: charge table; Laura will then set a conference call line | Patricia; Laura | 5/17/2017 | Done |

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|---|---------------|-----------|------|
| Send AJACS docs we showed them to them | FARE | 4/24/2017 | Done |
| Send Financial Example document | FARE | 4/24/2017 | Done |
| Send look-up tables | FARE | 5/16/2017 | Done |
| Send PCCJC charge table | FARE | 4/24/2017 | Done |
| Send statewide charge table | FARE | 4/24/2017 | Done |
| Set biweekly check in meetings | FARE Patricia | 5/26/2017 | Done |
| TTEAP Waiver examples to shared webpage | FARE | 5/5/2017 | Done |

*Located at <http://www.azcourts.gov/courtservices/Consolidated-Collections-Unit/FARE/AOCFARE/AOCFARE-PIMA-COUNTY-SUPERIOR-COURT>