

Pima County Superior Court FARE Implementation Status Report

Status Report Date:

June 7, 2017 DRAFT

Distribution:

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

Accomplishments:

- Review of SC Pima FARE Imp Plan Strategic Decisions (sent by Patricia)
- Review of Charge Codes table (sent by Patricia)
- Discussion of next steps

Discussion Points/Decisions:

- A conference call was held on June 7th to review the address documents. Present on the call were: Pima County – Patricia M., Susan C., Sean A., Christine M., Alan W. and Cas H.; AOC – Steve H. and Laura R.
- Patricia met with the Clerk’s Office and Finance Department staff separately a couple of weeks ago to discuss how addresses are handled.
- The group discussed ideas about handling FARE incoming new addresses including:
 - The system be automated to go ahead and bring those addresses and not allow them to override the current primary address but when the staff are processing mail returns, they could see the FARE address and then decide whether to change the primary address to the FARE address.
 - Also a report be developed t that staff can review and decide if they want to change the primary address to the FARE address.
 - Adding a FARE address type - Group discussed various aspects of addresses and there will need to be discussions and work on coming to agreement on next steps.
 - Steve will check with Conduent about addresses on notices and separate facilities/places to pay
- The group discussed the FARE Charge Table.
- The group discussed how a receipting functionality will need to be developed that will include a web service for payments made on azcourtpay.com and the ability to handle DSO payments
- Sean to get data to Patricia from test database for looking at any data issues.

Parking Lot

No items at this time.

Next Steps/Tasks

Task/Step	Responsible	Projected Date of Completion	Completion Status
Set biweekly check in meetings	FARE Patricia	5/26/2017	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	Not started
Begin drafting of first BPR documents	PCSC	5/26/2017	Done

Set weekly BPR and check in meetings	PCSC	5/26/2017	Done
Create a Q&A document	FARE	4/24/2017	In Progress
TTEAP Waiver examples to shared webpage	FARE	5/5/2017	Done
Copy of PCSC/FARE notices sent to PCSC for review	FARE	5/22/2017	Done
Send statewide charge table	FARE	4/24/2017	Done
Send PCCJC charge table	FARE	4/24/2017	Done
Send look-up tables	FARE	5/16/2017	Done
Send Financial Example document	FARE	4/24/2017	Done
Send AJACS docs we showed them to them	FARE	4/24/2017	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
Begin drafting project plan	FARE	4/24/2017	Done
Notice addresses – able to have separate addresses for juvenile vs. criminal cases? Need to check with Conduent.	AOC	7/1/2017	Not yet started

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