

Pima County Superior Court FARE Implementation Status Report

Status Report Date:

May 17, 2017

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 May 17th to review the documents that Patricia has created and discuss the charge table requirements with Alan Wheeler from SC ITSD. 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 led a discussion on the FARE Implementation Plan for Strategic Decisions.
 - Decision Item #1 (FARE payment/deposit lag) – Susan reported she has planned for this item.
 - Decision Item #2 (minimum balance to assign cases to FARE) – Patricia will set a future meeting to finalize the amount.
 - Decision Item #3 (no balances over \$100K in vendor database) – This is a programming item. Steve reminded group that original case balances over \$84K should not be sent to FARE as the adding of the FARE fees will push the balance over \$100K.
 - Decision Item #4 (displaying FARE fees in CMS) – This is a programming items. Steve reminded the group that the AGAVE/FARE BPRs will need to include how these receivables are displayed in AGAVE, on payment receipts, reports, etc.
 - Decision Item #5 (FARE website links) – PCSC does not have a payment portal, so this is not an issue at this time. This item is removed from the list.
 - Decision Item #6 (Public Access and FARE cases) – SCITSD and COC IT will work together on data transmissions and creation of tables for FARE charge table.
 - Decision Item #7 (FARE notices and court's letterhead) – Steve will check with Conduent on PCSC's profile to see the current information.
 - Decision Item #8 (FARE profile template) – There will be an updated template completed in the near future and it will be sent to Patricia when ready.
 - Decision Item #9 (FARE charge table) – Discussed with Item #6 above.
- The charge table was discussed by the group. One idea was not to alter the current AGAVE charge table, but instead to add a FARE charge table that would link up with it. This would allow the items that FARE needs without impacting the charge table as it's used by AGAVE for other functions. Patricia will be setting up a meeting next week with necessary PCSC staff to begin next steps on the charge table.

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	Not started
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	Not started
Set weekly BPR and check in meetings	PCSC	5/26/2017	In Progress
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

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