

## Highlights from December 6, 2023 Data Standards Steering Committee Meeting

[Steering Committee on Data-Based Court Performance and Data Standards \(azcourts.gov\)](https://www.azcourts.gov)

Reminder – Meeting Minutes are still in draft and will be reviewed by the committee at its March 6, 2024 meeting.

- The draft minutes from the September 6, 2023, meeting of the Steering Committee on Data-Based Court Performance and Data Standards were approved.
- Dr. Brian Ostrom presented his Effective Criminal Case Management research to the committee and discussed the results. The Effective Criminal Case Management project was a national initiative designed to discover and document effective practices that drive high performance in handling felony and misdemeanor cases in the state courts. Based on felony and misdemeanor case data gathered from over 130 state courts in 21 states, this project analyzed key factors thought to shape criminal case flow and time to disposition.
- Cathy Clarich reviewed with the committee a 2020 report from the DUI Case Processing Workgroup and the members discussed several recommendations. Cathy Clarich reported that AOC Judicial Education Unit staff facilitated a meeting with the Governor's Office of Highway Safety (GOHS) conference staff and a video on DUI case processing was added to the December 1<sup>st</sup> presentation. The video reviewed the DUI time standards and discussed how caseflow management concepts can assist judicial officers in improving court case process. Members discussed creating a caseflow management concepts training and the creation of a workgroup to develop this training. The workgroup concept was approved and Cathy Clarich will be coordinating next steps.
- Justice Beene welcomed Judge Sakall and Susan Pickard to the meeting. Judge Sakall is the chair of the Family Court Improvement Committee and Susan Pickard staffs the committee. FCIC is currently researching ideas to help expedite the resolution of temporary orders. There are three family law time standards. The committee supported the concept of a collaborative workgroup with FCIC to develop recommendations for process improvements and potential time standards updates. Justice Beene and an AOC staff person will present to FCIC at their February meeting to request that committee's support for the workgroup.
- AOC staff have researched Felony Post-Conviction Relief time standards. At the September meeting AOC staff recommended the creation of Post-Conviction Relief Notice and Petition filing instructions for publication on the Self-Service Center website. Mary Bellefeuille, AOC Data Standards Analyst, presented a brief overview of the instructions and members gave their feedback. Next steps will include receiving feedback from other subject matter experts, having the instructions translated into Spanish, and posting the instructions on the Self-Service section of [www.azcourts.gov](https://www.azcourts.gov).
- Michael Malone, chair of the Data Standardization Advisory Committee, provided an update on the workgroup's progress. Laura Ritenour then presented the advisory

committee's recommendations for updated and new required data elements gathered during 2023. The committee approved the required data elements change recommendations.

- Laura Ritenour provided an overview of the Required Data Elements 2024 checklist process, detailing specific deadlines for courts and court leadership. She then notified the member of the newly published Administrative Directive 2023-10, which covers Phase Two of the Required Data Elements project (2025 and 2026 checklists).
- Justice Beene made a call to the public for comments and there was no answer.
- The next committee meeting is March 6, 2024, 1:30 – 3:30 p.m., Hybrid-style meeting with attendees choosing to attend in State Courts Building Room 331 or via Zoom Webinar.

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