

DATA STANDARDS ADVISORY COMMITTEE

August 27, 2024

10:00 a.m. – 12:00 p.m., via Zoom Webinar

MINUTES

Present: Laurie Allen, Odette Apodaca, Gil Bensinger, Laura Bergan, Daniel Bowman, Summer Dalton, Niltza Flores, Ralph Garcia, Todd Herrera-Ridenhour, Susann Holland, Roopa Kalidindi, Randy Kennedy, Adele May, Ester Reeves, Marcos Romero, Danica Sanchez, Katrina Solis, and Jeanette Wiesenhofer

Not Present: Michael Malone, Michael Nimtzt, Ginger Rodas, and Adam Walterson

Administrative Office of the Courts (AOC) and Guests: Lorri Behunin (Chandler Municipal Court), Stewart Bruner (AOC), Melanie Cluff (AOC), Cathy Clarich (AOC), Leon Li (AOC), Anirban Mitra (AOC), Laura Ritenour (AOC), Jennifer Ferguson (Maricopa County), Tom Carroll (Phoenix Municipal) and Fahmida Wahab (AOC)

I. CALL TO ORDER

A. Welcome and Opening Remarks

The August 27, 2024, meeting of the Data Standards Advisory Committee was called to order by Cathy Clarich, meeting chair, at 10:02 a.m. Mike Malone was unable to attend. Cathy Clarich welcomed Laura Bergan as a new committee member and Fahmidha Wahab as an AOC employee taking notes for Michele Gillich.

B. July 30, 2024, Meeting Minutes

Laura Ritenour, staff for the committee, displayed the July 30, 2024, draft meeting minutes and the members had no comments or concerns. Randy Kennedy moved to approve the minutes and Marcos Romero seconded the motion. The committee voted and the motion passed unanimously.

II. ITEMS FROM PREVIOUS MEETINGS AND NEW ITEMS

A. Proposed Implementation for Integration, Required Data Elements, and Code Standardization and Draft Administrative Order

Laura Ritenour reminded the group that the draft administrative order will be brought back for this committee to review after the September 10th CCR Specifications review meeting. Laura Bergan and Gil Bensinger requested the names of Pima staff invited to the meeting and Laura Ritenour will send them that information. Roopa Kalidindi requested an invite and Laura Ritenour forwarded one to her. Randy Kennedy requested a Q&A section be added to the CCR Specifications SharePoint site and

Laura will pass that idea onto Michele Gillich. She also let members know that the plan is for MVD and TIP feeds to eventually be transmitted to CCR, but that this time there is no implementation timeline for this project.

B. Warrant Code Standardization

Laura Ritenour presented an overview of the warrant code standardization request from AOC's Technical Integration Team. The members discussed the tables presented and changes were made to the tables based on that discussion. Some case management systems don't have one or more of the tables in their system and Cathy Clarich told the members that if these tables are eventually approved as statewide standards, then courts would have to build functionality to transmit the data for these tables. There were some legal questions that came up about the tables and Laura Ritenour will follow up on those and try to have answers for the next meeting. The group also requested that two of the tables be consolidated into one table and Laura Ritenour will create that for the next meeting. There were questions about the Rule 3.1(c)(3) warrant and Melanie Cluff will follow up on those and try to have answers for the next meeting.

C. Continuance Data

Laura Ritenour reported that the Counting Continuances Workgroup is a working group for the Advisory Committee and the plan is to meet several times over the next 3 months to learn about different court's hearing/trial continuance practices and develop ideas for a statewide, standard operating practice for counting continuances and a continuance report. The ideas generated by the workgroup would then be presented to the Data Standardization Advisory Committee (October or November meeting) and the Steering Committee on Data-Based Court Performance and Data Standards (December or March meeting) for their feedback and input. The ultimate goal is to develop a statewide continuance report to aid court leadership and judicial officers with managing their caseloads and meeting the statewide case processing time standards. The first workgroup meeting was August 20th and workgroup members created a basic definition for continuances and discussed examples of what is and isn't a continuance. The next meeting is September 9th. Members who wish to serve on the workgroup or designate a co-worker to serve should contact Laura Ritenour. Members had no questions.

D. Updates, Comments and Questions from Members

There were no updates, comments, and questions from members.

E. Call to the Public

Cathy Clarich made a call to the public for comments. There was no answer.

F. Adjournment

A motion to adjourn the meeting was made by Summer Dalton at 11:43 a.m.

G. Next Committee Meeting Date

Tuesday, September 24, 2024, 10:00 a.m. – 12:00 p.m., Zoom Webinar