

Arizona Supreme Court  
Steering Committee on Data-Based Court Performance and Data Standards  
AGENDA

June 5, 2024, 1:30 – 3:00 p.m., Meeting in Room 331  
Arizona State Court Building, 1501 W. Washington, Phoenix, AZ 85007

[Zoom Webinar Link](#)

Conference Call Line 888-788-0099, Webinar ID 917 8472 7046, Passcode 637179

Meeting Room is open at 1:15 p.m.

Meeting Materials located at [Meeting Information \(azcourts.gov\)](#)

1:15 pm	Zoom Webinar and Room 331 Open for Members, Attendees and Presenters		Laura Ritenour, Arizona AOC
1:30 pm	Call to Order - Welcome, Roll Call, Opening Remarks		Hon. James Beene, Chair, Arizona Supreme Court
1:32 pm	Approval	Draft Minutes from March 2024 Meeting	Hon. James Beene
1:35 pm	Review/Discuss	2024-2029 Strategic Agenda	Hon. Ann Scott Timmer, Vice Chief Justice, Arizona Supreme Court, and Marcus Reinkensmeyer, Arizona AOC (Member)
1:50 pm	Approval	Request for Collaborative Workgroup with Committee on Juvenile Courts	Hon. Anna Young, Yavapai County Superior Court
2:00 pm	Approval	Criminal Case Time Standards - Request to add "Remand to Grand Jury (Rule 12.9)" as an Excluded Time Reason for Felony Case Time Standards	Hon. Kellie Johnson, Pima County Superior Court
2:15 pm	Review/Discuss	Juror Availability and Time Standards	Hon. Trevor Ward, Willcox Justice Court (Member)
2:30 pm	Approval	Proposal re: Local Presiding Judges Notification of Time Standards Reports Submitted to AOC for FY24 and Ideas for Future Reports	Laura Ritenour
2:40 pm	Update	Draft Administrative Order regarding Submission of Standardized Case-Related Data to Central Case Repository	Laura Ritenour
2:50 pm	Update	Felony Case Processing Time Standards Review Data Collection Concept – What cases are being disposed within 180 days?	Laura Ritenour

3:00 pm	Update	Family Law Time Standards Workgroup – Committee on Family Courts (COFC)	Hon. Michael Peterson, Graham County Superior Court (Member)
3:05 pm	Update	Data Standardization Advisory Committee	Michael Malone, Arizona AOC
3:10 pm	Update	DUI Case Processing Training for Judicial Officers	Cathy Clarich, Arizona AOC
3:15 pm	Update	Draft Post-Conviction Relief Notice and Petition Filings Instructions	Mary Bellefeuille, Arizona AOC
3:20 pm	Call to the Public		Hon. James Beene
	<p>Next Meeting: Annual Meeting - Wednesday, September 4, 2024, 12:00 p.m. – 3:30 p.m., 1400 W Washington St. Phoenix, AZ 85007</p> <p>Arizona Connected Workspaces building, 1400 W Washington Street, Phoenix, AZ 85007</p>		Hon. James Beene
3:30 pm	Adjournment		Hon. James Beene

*All times are approximate. The Chair reserves the right to set the order of the agenda. For any item on the agenda, the Committee may vote to go into executive session as permitted by Arizona Code of Judicial Administration §1-202. Please contact Laura Ritenour at (602) 452-3675 with any questions concerning this agenda. Persons with a disability may request a reasonable accommodation by contacting Laura Ritenour at (602) 452-3675. Requests should be made as early as possible to allow time to arrange for the accommodation.*

# STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE AND DATA STANDARDS

March 6, 2024

1:30 p.m. – 3:30 p.m., Hybrid Meeting

**DRAFT MINUTES**

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**Present:** Hon. James Beene, Ms. Shelly Bacon, Hon. Thomas L. Chotena, Ms. Jennifer Curtiss, Hon. Pamela Frasher-Gates, Ms. Shawn Friend (with proxy Ms. Jennifer Ferguson for part of meeting), Hon. Ken Lee, Ms. Tina Mattison, Ms. Donna McQuality, Hon. Heidi Owens, Hon. Michael Peterson, Mr. Marcus Reinkensmeyer, Ms. Nancy Rodriguez, and Hon. Don Taylor

**Absent:** Hon. Trevor Ward

**Administrative Office of the Courts (AOC) and Guests:** Mr. Kip Anderson (Presenter from Mohave County), Ms. Mary Bellefeuille (AOC), Ms. Cathy Clarich (AOC), Ms. Laura Ritenour (AOC), Mr. Michael Malone (AOC), and Mr. Todd Zweig (Presenter from Pinal County)

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## I. CALL TO ORDER

### A. Welcome and Opening Remarks

The March 6, 2024, meeting of the Steering Committee on Data-Based Court Performance and Data Standards was called to order by the Chair, Justice James Beene, at 1:30 p.m. The Chair conducted member roll call and members were thanked for their attendance and service.

### B. Approval of the December 6, 2023, Minutes

The draft minutes from the December 6, 2023, meeting of the Steering Committee on Data-Based Court Performance and Data Standards were presented for approval. The Chair called for any omissions or corrections to the minutes, and none were made. A motion was made by Marcus Reinkensmeyer and seconded by Judge Lee to approve the minutes. The motion passed unanimously.

## II. REGULAR BUSINESS

- A. NCSC Technical Assistance Project – Report-out from Pinal and Mohave Counties**  
Back in 2021, Judge Gates chaired the Felony Time Standards Workgroup and presented their work and recommendations on the current felony time standards to this committee and the Presiding Judges. As a result of that report, the AOC entered into a consulting contract with National Center for State Courts and Retired

Judge Coker provided technical assistance on criminal case management in seven counties. Judge Coker and his team conducted detailed data analysis, facilitated county stakeholder meetings, and drafted reports and recommendations for system improvement in the counties that participated. Judge Coker presented an overview of the findings to the committee at the June 2023 meeting. For this meeting, Todd Zweig from Pinal County and Kip Anderson from Mohave County gave a report-out on the technical assistance their courts received and what next steps are planned. Pinal County's plan of action included 1) institution of a court continuance policy, including written motions to continue, and a limit on number of continuances, 2) scheduling of quarterly meetings with review of cases over the highest time standard, and 3) involving judicial assistants in the time standard report process. Data is showing these interventions are working as number of cases over the highest time standard are beginning to decrease. A perception exists that the first two tiers of the felony time standard are too aspirational and not achievable. Mohave County reported they are dealing with a decrease in the number of criminal defense attorneys and an increase in the number of trials held. Their court now has a caseflow management plan for felony cases. They are working towards a uniform court continuance policy. The County Attorney's Office is working on developing an early plea process. Defense attorneys are working with their clients earlier to discuss the plea process. Since they instituted changes, they have seen an increase in the percentage of cases meeting all tiers of the felony time standards. Both administrators agreed that having judicial officers pay attention to case age is an important part of their efforts. The members asked questions and Justice Beene thanked both court administrators for their insights and time.

**B. Felony Case Processing Time Standards Research Concept**

At the December 2023 meeting, Dr. Brian Ostrom presented on the Effective Criminal Caseflow Management project and members discussed various issues pertaining to felony case processing. In February, Judge Gates and Laura Ritenour met and discussed a potential data collection project they would like committee feedback on. Laura Ritenour presented on a new idea for felony case data collection that would focus on what cases are meeting the 90 and 180 day time standards for felonies. The plan for this project is : 1) determine what characteristics are most common in felony cases that are meeting the first tier time standard (65% within 90 days), 2) determine what percentage of cases currently being filed have these characteristics, and 3) bring the results for the steering committee to discuss. All three superior court case management systems will be asked to share their data. Judge Gates discussed the myriad of issues facing felony defendants, courts, and attorneys. The goal of this research would be to discuss the case characteristics, possible changes to the time standards, and advocating for best practices.

**C. Family Law Time Standards Workgroup (Collaboration with Family Court Improvement Committee)**

At its December meeting, the Steering Committee voted unanimously for the creation of a collaborative FCIC-DSSC workgroup to develop recommendations for process improvements and potential Family Law time standard changes. The workgroup would consider statutory requirements, court rules, court data, and any other relevant factors in developing their recommendations. The proposal was brought to the February Family Court Improvement Committee meeting for their consideration. Justice Beene and Cathy Clarich reported that FCIC voted unanimously to collaborate with this committee. Laura Ritenour and Susan Pickard, AOC staff to the two committees, will begin work on setting up workgroup meetings, agendas, and materials.

#### **D. Data Standardization Advisory Committee**

Michael Malone, chair of the Data Standardization Advisory Committee, reported on the committee's progress. The Data Standardization Advisory Committee meets monthly to discuss and recommend standardized docket codes and data element definitions. The goal of their work is to improve court data, by making data more consistent and accurate, for court leadership decision-making and for sharing with our justice system partners. During their January and February meetings, the following tasks were completed: 1) approved the standardized codes for PO Party Role Type and Constable Codes to assist with data integration projects, 2) approved the standardized codes for the Attorney Type to assist with Required Data Elements initiative, and 3) provided feedback on the implementation of the Required Data Elements Initiative. Members had no questions about the committee's report provided.

#### **E. DUI Case Processing Training for Judicial Officers**

At the December 2023 committee meeting, members discussed the misdemeanor DUI case processing time standards and possible solutions regarding training of judicial officers. The committee voted unanimously to form a training workgroup. Ms. Clarich updated the committee members on the workgroup's progress. There are fifteen workgroup members, and Jerry Landau is the workgroup chair. The workgroup had their first meeting on February 28, 2024. The goal of the workgroup is to develop training materials that would assist judicial officers on 1) how to assemble a criminal justice committee, 2) how to create a caseflow management plan, 3) how to effectively schedule jury trials and 4) how to deal with case processing delays. The workgroup will review DUI case processes and procedures and review time standards data. The workgroup will meet again in April and there will be report-outs on the workgroup's progress at future steering committee meetings.

#### **F. Draft Post-Conviction Relief Notice and Petition Filings Instructions Update**

At the December 2023 meeting, Mary Bellefeuille presented members with draft Post-Conviction Relief Notice and Petition filing instructions for publication on the Self-Service Center website. Mary Bellefeuille reported that the instructions were

based on current instructions published by the Maricopa County Law Library. After the December meeting, several members provided feedback that was incorporated into the draft. Mary Bellefeuille and Laura Ritenour then met with two formerly incarcerated members of the public, reviewed the draft, and incorporated their feedback. In order to gather more input, Laura Ritenour will present the draft instructions at the April Committee on Probation and the May Committee on Superior Courts. Mary Bellefeuille will update the committee at the June meeting.

**G. Required Data Elements – 2024 Checklist Process and Administrative Directive 2023-10**

The Required Data Elements Initiative’s goal is for all court case management systems to have a common set of data elements for improved data collection and reporting. Ms. Ritenour will provide an overview on the project’s implementation, the 2024 Required Data Elements Checklists, and Administrative Directive 2023-10, Phase Two of Required Data Elements.

**H. Proposed Wendell Page for Time Standards**

In order to raise awareness among judicial officers on the time standards and their reports, AOC staff recommends a Wendell page be created. Wendell is the portal used by AOC Education Services to post educational resources for judicial officers. Laura Ritenour presented ideas for resources for committee member feedback. It was recommended that how to run the reports be added to the page as well in case judges want to run their own reports. Laura Ritenour appreciated the feedback and will update the committee at the June meeting.

**I. Call to the Public**

Justice Beene made a call to the public for comments. There was no answer.

**J. Additional Member Comments**

Marcus Reinkensmeyer reported that in June Arizona Supreme Court Vice Chief Justice Ann Scott Timmer will be sworn in as the new Chief Justice and the 2024-2029 Strategic Agenda will be officially presented. An invitation to attend the June steering committee meeting will be extended to Vice Chief Justice Timmer.

**K. Adjournment**

The meeting was adjourned at 2:57 p.m. with a motion by Judge Peterson.

**E. NEXT COMMITTEE MEETING DATE**

June 5, 2024, 1:30 – 3:30 p.m., Hybrid - State Courts Building Room 331 & Zoom Webinar

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>  June 5, 2024	<b>Type of Action Required:</b>  [ ] Formal Action/Request  [ x ] Information Only  [ ] Other	<b>Subject:</b>  2024-2029 Strategic Agenda Overview
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**PRESENTER(S):**

- Hon. Ann Scott Timmer, Vice Chief Justice, Arizona Supreme Court
- Marcus Reinkensmeyer, Deputy Director, Arizona AOC (Member)

**DISCUSSION:**

Vice Chief Justice Timmer and Marcus Reinkensmeyer will provide an overview of the 2024-2029 Strategic Agenda, with an emphasis on the goals and objective regarding data and technology.

**RECOMMENDED ACTION OR REQUEST (IF ANY):**

For information only.

**S T R A T E G I C**

**A G E N D A**

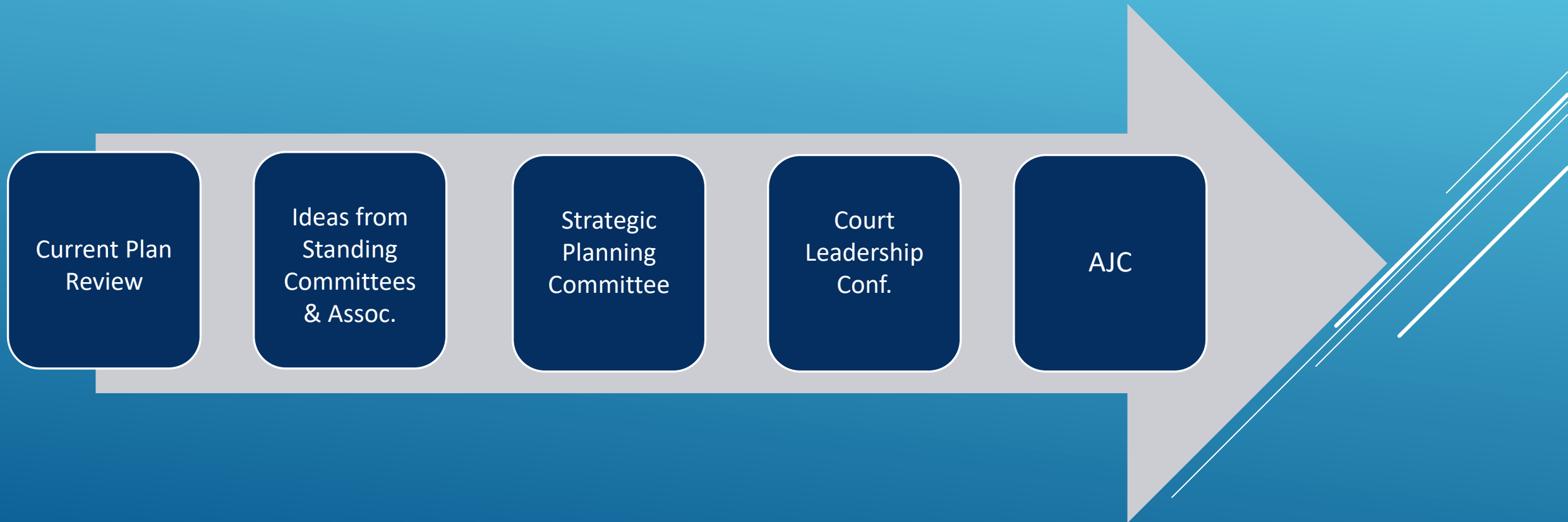
**J U D I C I A L   B R A N C H   O F**

**A R I Z O N A**

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Meeting of the Data Standards Committee  
June 5, 2024

# COLLABORATIVE PLANNING PROCESS



# STRATEGIC AGENDA GOALS: 2024 - 2029

- ▶ Expanding and Promoting Access to Justice
- ▶ Maintaining Public Trust and Confidence
- ▶ Protecting Children, Families, and Communities
- ▶ Advancing Judicial Branch Excellence and Innovation
- ▶ Enhancing Professionalism and Leadership within our Justice System

# 4.1 COURT DATA ACCURACY AND CASE MANAGEMENT

Increase the utilization of data dashboards, data analytics tools, and time standard reports that already exist, by:

- Striving to assure that courts adopt and follow case management practices and processes that constitute best practices for particular court types, such as appellate, general jurisdiction, or limited jurisdiction courts
- Investigating the availability and applicable use of business intelligence tools to measure and enhance court and case flow performance



# 4.2 EFFECTIVE INFORMATION TECHNOLOGY INFRASTRUCTURE AND TOOLS



- Explore ways that technology can increase the efficiency of court functions to supplement a shrinking judicial workforce (e.g., high-volume, repetitive work that delivers the greatest returns when automated)

# 4.5 – ARTIFICIAL INTELLIGENCE

- Establish an advisory group, staffed by the Center for Forensic Sciences and Psychology to explore the potential uses of AI and related technologies in the legal system



# QUESTIONS AND DISCUSSION



**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input checked="" type="checkbox"/> Formal Action/Request <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Request for Collaborative Workgroup with Committee on Juvenile Courts

**PRESENTER(S):**

Hon. Anna Young, Presiding Juvenile Court Judge, Yavapai County

**DISCUSSION:**

At its April meeting, the Committee on Juvenile Courts reviewed a Memorandum re: Juvenile Time Standards authored by the Mohave County Superior Court Juvenile Bench as part of the presentation by Hon. Aaron Demke and Hon. Megan McCoy. The memorandum outlined issues the Bench was facing in meeting the time standards and recommendations for modifications to the time standards. After discussion, the Committee requested Judge Anna Young present on the juvenile time standards, challenges with meeting the current standards and recommendations for modifications. The workgroup would consider statutory requirements, court rules, court data, and any other relevant factors in developing their recommendations.

**RECOMMENDED ACTION OR REQUEST (IF ANY):**

Proposed Motion: Support the creation of a collaborative workgroup, comprising of Committee on Juvenile Court and Steering Committee on Data-Based Court Performance and Data Standards members, or their designees, to develop recommendations for juvenile time standards modifications.



## Maricopa County Attorney Rachel H. Mitchell

May 22, 2024

The Honorable Lori Bustamante  
Juvenile Presiding Judge  
125 West Washington Street  
Phoenix, AZ 85003

Dear Judge Bustamante:

The Maricopa County Office of Public Defense Services (OPDS) lead by the Office of the Public Advocate (OPA), and the Office of Contract Counsel and the Maricopa County Attorney's Office (MCAO) offer full support to the Mohave County Superior Court Juvenile Bench's April Memorandum Re: Juvenile Time Standards (the Mohave Bench Memorandum) which calls for changes to the AOC's 2012 Juvenile Time Standards guidelines in delinquency cases.

The Mohave Bench Memorandum suggests modifications in three areas: 1) begin the clock when children make their first appearance in court, 2) end the clock when children are adjudicated as opposed to dispositioned, and 3) lower the percentages of expected case resolutions at the 60 and 90 day marks. OPDS, OPA and MCAO agree with these suggestions, in particular the first. The Mohave Bench notes "[w]e have also observed an evolution of the types of cases being filed." We agree here, too. In this letter, we will highlight areas of particular agreement with the Mohave Bench and the issue of when time tolls, which they did not address.

### **Begin the Clock at the Advisory Appearance, not the Filing of the Petition:**

Defense counsel are appointed at the advisory hearing, not at the filing of the petition. Starting the clock at the filing of the petition, as is currently done, makes more sense for detained advisories because defense counsel are appointed within 24 hours of the petition being filed and can begin to work with their client and prosecutors to advance the case. However, that is not the situation with released advisories. These matters are usually set 2-3 weeks after the filing of the petition, and unlike with detained advisories there can be no guaranteed meeting between the child and defense attorney in advance.

Additionally, in Maricopa County it is not uncommon for Court Administration and Juvenile Probation to be unable to make contact with the child and family before the released advisory setting. Due to uncertainty with notice to the juvenile and the fact that most juveniles need assistance from others to get to court, Courts typically do not issue warrants, which would toll time according to the 2012 AOC guidelines, so the clock continues to tick for up to another month until the next released advisory.

## Evolution of Petitions Being Filed in Juvenile Court and the Delinquency Practice Post-Pandemic

We understand that the overall number of petitions filed has decreased significantly over the past decade, but so, too, have the numbers of prosecutors and defense counsel. MCAO now sends the vast majority of misdemeanor referrals to diversion. Thousands of shoplifting, criminal damage, graffiti, and other misdemeanors, which involved minimal evidence, which were once charged, now have been resolved without an advisory ever being set. What remains are more complicated cases involving serious charges and cases involving complex issues. In addition, police departments almost universally utilize body-worn cameras which was not the case in 2012. Hours of footage may accompany one petition.

Opening cases and case preparation takes substantially more time for both defense and prosecution. Discovery takes prosecutors more time to review, redact, and provide to defense. Defense attorneys must take more time to review and share with their clients. Advisory Hearings for non-detained juveniles are scheduled 2-3 weeks after the filing of the petition. This is an unrealistic timeline for prosecutors to process discovery and for defense to review. In addition, if the prosecutor can send out a plea during this limited timeline, they have difficulty conferring with victim(s) and ensuring they adhere to the Victim's Bill of Rights and the Arizona Constitution.

At the beginning of the pandemic, the Superior Court closed the detention facility in Mesa. Defense counsel spent much more time traveling to and from Durango detention to visit their detained clients. Something that simplified oversight and reduced costs for the Court added significantly to the time it takes to appropriately represent a child.

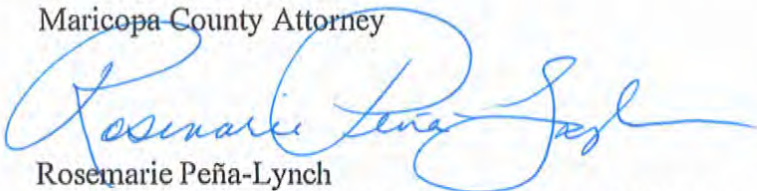
The Court's appropriate focus on trying to meet unrealistic AOC Juvenile Timelines is limiting the ability for defense and prosecution to effectively represent juveniles while providing the best opportunity for the juvenile's rehabilitation and ensuring victim's rights are enforced.

We appreciate the Court and AOC's review of these timeline standards and for considering our joint statement to accomplish better outcomes for the community and the juveniles while effectuating justice in an appropriate and timely manner.

Respectfully,



Rachel H. Mitchell  
Maricopa County Attorney



Rosemarie Peña-Lynch  
Director, Office of Public Defense Services for Maricopa County



Shannon Burns  
Director, Office of the Public Advocate for Maricopa County

**Delinquency and Status Offense**

75% within 60 days, 90% within 90 days, and 98% within 135 days  
Excludes cases with warrants, diversion, or mental competency hearings

**Current Measurement**

Filing of petition through disposition

**Issues with Current Standards**

- Issue #1 (Mohave County) Under the current time standards, 75% of cases need to go exactly right to meet the time standard of 60 days. For instance, an Advisory Hearing would have to be set within 2 weeks of a filed petition, then the Adjudicatory Hearing set in 2 weeks, then the Disposition Hearing set in 4 weeks. Any delay in service of process, any delay in assignment of counsel or disclosure of information, would make it impossible to resolve a case in 60 days.

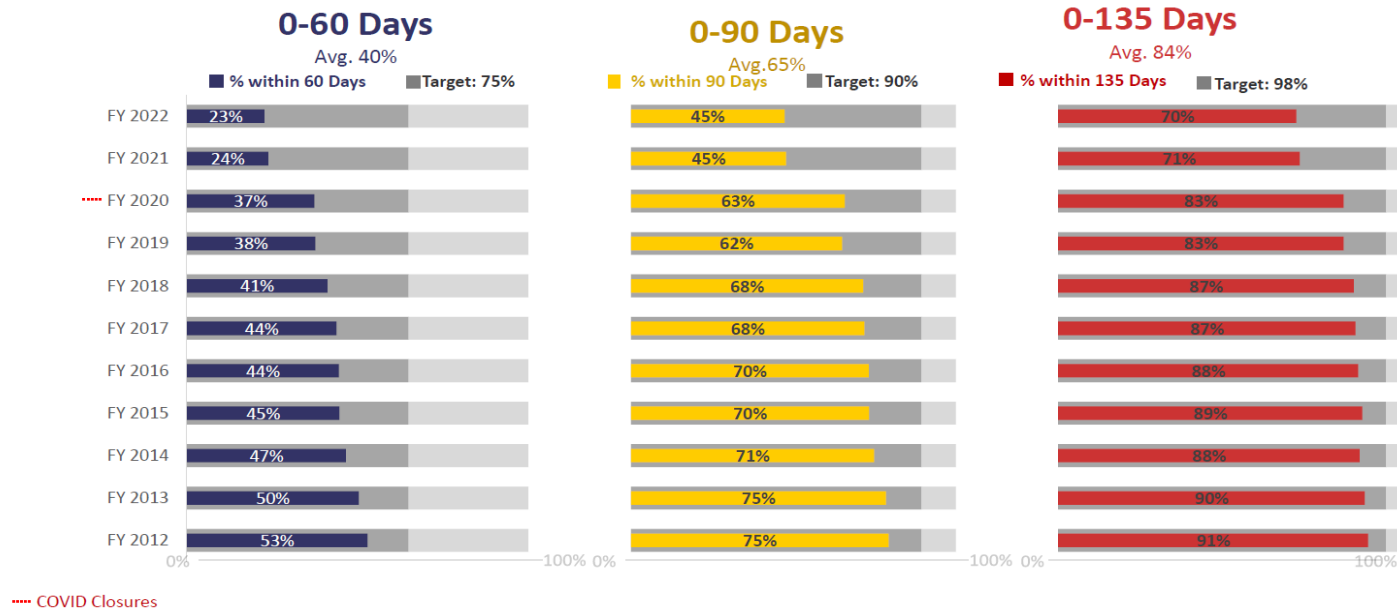
Mohave County has three judges serving on the juvenile bench, all assigned delinquency, dependency, and other case types. The court generally cannot calendar daily or even weekly delinquency calendars. Further, there is a perpetual scarcity of juvenile attorneys. Most of the juvenile attorneys are assigned delinquency and dependency cases among the three juvenile divisions, spend most of their time in court, and often require additional time to adequately represent their juvenile clients.

An evolution of the types of cases being filed has also been observed. Fewer juveniles are being charged unless they are in a situation where they need greater help. Mohave County is seeing a greater percentage of complex or serious cases which require more time to complete vigorous discovery, psychological or competency evaluations, and psycho-sexual assessments. These can result in several weeks of delay until a case is properly resolved.

- Issue #2 (Maricopa County) (Pima, Pinal and Yavapai Counties have similar concerns to Maricopa County): Maricopa County has made significant changes to the case flow process for delinquency to improve timely completion of delinquency petitions that were severely impacted by COVID. In 2023, almost all delinquency hearings were returned to in-person because remote proceedings were taking longer for parties to resolve. We also implemented a delinquency case management plan. Despite our many efforts and dramatic improvement, we are still well below the goals set by the time standards. Juvenile Court is a rehabilitative court, and taking time to understand the unique needs of each case is critical. Under the current time standards, as of 5/16/2024, Maricopa is currently at 45% within 60 days, 69% within 90 days and 87% within 135 days. Historically, Maricopa County has never been able to hit the time standards and is getting further from attaining them as each year passes:

# DELINQUENCY TIME TO DISPOSITION

Removes children with time excluded for warrants, diversion, and mental health.



For a released advisory, once a petition has been filed, service need to be completed prior to the advisory hearing and counsel needs to be appointed, which only occurs at the advisory hearing with a juvenile present. Additionally, there has also been in increase in the number and severity of the offenses leading to additional discovery that needs to be obtained, reviewed, redacted, and considered prior to the prosecutors extending a plea offer and prior to the defense attorneys being able to advise their clients regarding the plea offer. Added to the disclosure issue is the increase in the use of body camera footage, medical records, cell phone data, and social media evidence. The amount of discovery has delayed some cases due to the necessity of redactions and the extensive footage involved due to multiple officers responding to an incident. As a result of the timeframes, the court is currently providing short continuances of approximately two weeks but due to the challenges mentioned above and the increased caseloads, the short timeframes between hearings are not enough time to do everything that needs to be accomplished to resolve the case. Placement issues, treatment needs, and pending evaluations may also delay dispositions to ensure the rehabilitative focus of juvenile court is maintained.

## Proposed Modifications

- Modification Proposal #1- Adopt the NCSC Model Time Standards and have the time standard measure from the filing of petition through adjudication:

Detained: 75% within 30 days; 90% within 45 days; 98% within 90 days

Not detained: 75% within 60 days; 90% within 90 days; 98% within 150 days

- Modification Proposal #2 – Adopt a time standard that measures from the time of first appearance instead of filing.
- Modification Proposal #3 – Modify the current time standards to modify the percentages for each tier with 50% of cases to go to disposition within 60 days of first court appearance, 75% within 90 days, 98% within 135 days.

**Neglect and Abuse  
(Dependency Adjudication Hearing)**

**98% within 100 days**

**Current Measurement**

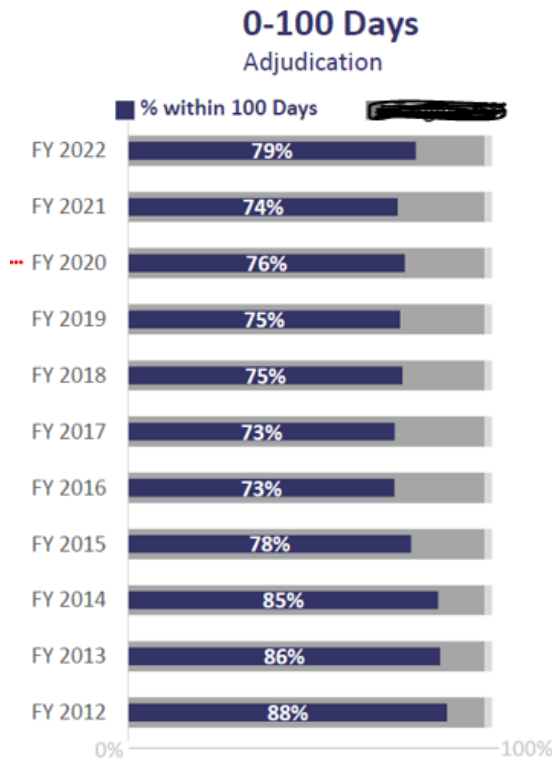
Date of filing through a finding of dependency

**Issues with Current Standards**

- Issue #1 (Maricopa County) (Pima and Pinal Counties have similar concerns to Maricopa County) Under the current time standards, as of 5/16/2024, Maricopa County is at 76% within 100 days. Over the last five years, the highest percentage of cases within 100 days was at 79%. Historically, Maricopa has never hit the time standards:

## DEPENDENCY TIME STANDARDS

Based a count per child. Measured in accordance with AOC definitions.



Delays in dependency proceedings are due to staffing shortages in the Attorney General's Office Dependency Unit, delays in service, and delays in publication hearings. Counting of dependency findings is done by child (the first finding by child), which doesn't measure the work the court is doing, as findings are done by parent. Also, many cases involved multiple children, so if one parent is unable to be found and has 6 children, it multiplies the number of cases that appear to be out of compliance, even if the court did everything in its power to timely process the case. Also, dependency involves many complex service issues, so using the time of filing as the start time becomes problematic if we want to also ensure due process is upheld.

### **Proposed Modifications**

- Modification Proposal #1 – Modify the time standard to 75% within 100 days of filing. Measure data by parent rather than the first finding by child.
- Modification Proposal #2- Modify the time standard to 75% within 100 days of the first hearing where service is complete. Measure the data by parent rather than first finding by child.

**Neglect and Abuse  
(Dependency Permanency Hearing)**

**Children under 3 years of age: 98% within 180 days of removal  
Children over 3 years of age: 98% within 365 days of removal**

**Current Measurement**

Date of removal through permanent plan determination

***NO CHANGES ARE BEING REQUESTED***

**Issues with Current Standards**

- Issue #1 (County)
- Issue #2 (County)
- Issue #3 (County)
- 

**Proposed Modifications**

- Modification #1
- Modification #2
- Modification #3
-

**Termination of Parental Rights**

90% within 120 days and 98% within 180 days  
Excludes adoption cases

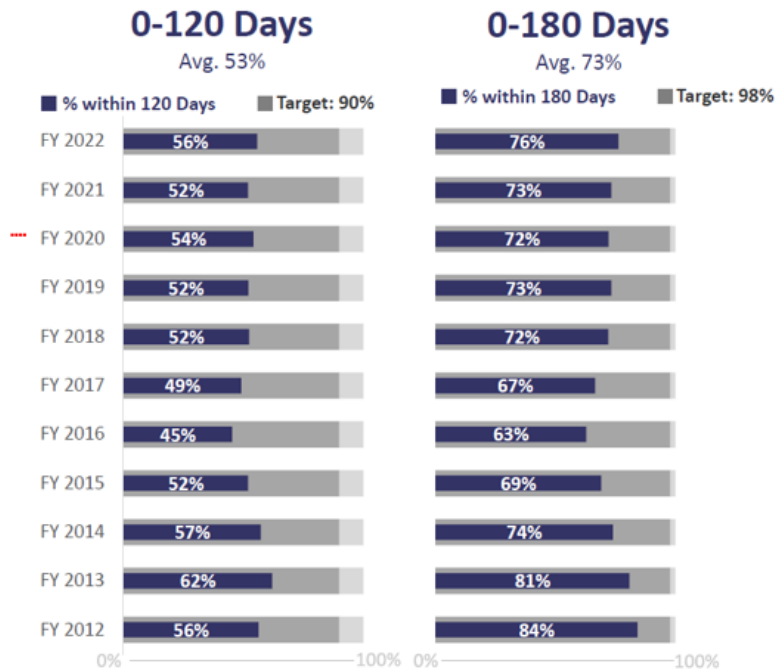
**Current Measurement**

Filing of petition/motion for termination of parental rights through entry of dismissal or order of termination

**Issues with Current Standards**

- Issue #1 (Maricopa County) (Pima and Pinal Counties have similar concerns to Maricopa County) Under the current time standards, as of 5/16/2024, Maricopa County is at 60% within 120 days and 82% within 180 days. Historically, Maricopa has never hit the time standards:

# TERMINATION OF PARENTAL RIGHTS



Currently, delays are attributed to the lack of staffing in the Attorney General's Office Dependency Unit, attorneys being able to schedule the hearing within the time standards, and delays in discovery due to the portal problems associated with the Department's Guardian system. As with dependency findings, termination of parental rights are counted by child and not by parent, which is not a good measure of the work the court must do. Multiple children in one case that experience a due process delay skews the data to appear like we are not performing up to standards. Counting the data by parent would be a more accurate measure of performance.

### **Proposed Modifications**

- Modification Proposal #1 - Modify the current time standards to modify the percentages for each tier with 60% of cases to go to termination or dismissal within 120 days of service and 80% within 180 days of service. Measure outcomes by parent and not by child.

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input checked="" type="checkbox"/> Formal Action/Request  <input type="checkbox"/> Information Only  <input type="checkbox"/> Other	Request to add “Remand to Grand Jury (Rule 12.9)” as an Excluded Time Reason for Felony Case Time Standards

**PRESENTER(S):**

Hon. Kellie Johnson, Judge, Pima County Superior Court

**DISCUSSION:**

Judge Kellie Johnson will present a proposal to add a new reason for excluded time for the felony time standards reports.

**RECOMMENDED ACTION OR REQUEST (IF ANY):**

Proposed motion: Support the recommendation to add Rule 12.0 Remand to Grand Jury as an excluded time reason for the felony case processing time standard reports statewide and to require all superior court case management systems to add start and stop codes for this excluded time reason before January 1, 2025, to their felony time standards queries.

# Request for New Excluded Time Reason on Felony Time Standards

Hon. Kellie Johnson, Superior Court in Pima County

# Current Felony Time Standards

Standards	Calculation of Time	Excluded Time Reasons
65% within 90 days 85% within 180 days 96% within 365 days	Filing of first charging document through disposition  Note: Start counting on the day the case number is received/case is opened in Superior court	<ul style="list-style-type: none"> <li>• Pre-adjudication warrants</li> <li>• Rule 11 mental competency</li> <li>• Pre-adjudication diversion</li> <li>• Specialty courts/programs</li> <li>• Pre-adjudication special actions/appeals</li> </ul>

Per the Interim Report And Recommendations of the Arizona Case Processing Standards Steering Committee: **EXCLUDED TIME** – Certain occurrences may happen that require the suspension of time and exclusion of days from the measurement. These occurrences disrupt the court’s control of the case and its ability to move the case forward.

Excluded time is subtracted from the total number of days calculated from filing of first charging document through disposition. In other words, excluded time does not count towards the cases' age.

# Arizona Rules of Criminal Procedure

16A A.R.S. Rules Crim.Proc., Rule 12.9

## Rule 12.9. Challenge to Grand Jury Proceedings

### Currentness

**(a) Grounds.** A defendant may challenge a grand jury proceeding only by filing a motion for a new finding of probable cause alleging that the defendant was denied a substantial procedural right or that an insufficient number of qualified grand jurors concurred in the indictment.

**(b) Timing.** A defendant must file a motion under (a) no later than 45 days after the certified transcript and minutes of the grand jury proceedings are filed or no later than 45 days after the defendant's arraignment, whichever is later.

**(c) Relief.** If the court grants a motion for a new finding of probable cause, the State may proceed with the prosecution of the case by filing a complaint under Rule 2 or by resubmitting the matter to the same or another grand jury. On motion or on its own, the court must dismiss the case without prejudice unless a complaint is filed, or a grand jury's consideration begins, no later than 15 days after entry of the order granting the motion for a new finding of probable cause.

### **Credits**

Added Aug. 31, 2017, effective Jan. 1, 2018.



For your  
consideration

### **Conclusion:**

When a defendant challenges a grand jury proceeding, the case is out of the court's control, like the existing situations where time is excluded for felony cases.

### **The Requests:**

- 1) Add “Rule 12.9 Remand to Grand Jury” as an Excluded Time Reason

**Calculate excluded time from date case is remanded to filing of the new indictment.**

- 2) Require all superior court case management systems to add start and stop codes for this new excluded time reason before January 1, 2025, to their felony time standards queries for Age of Active Pending and Time to Disposition reports.

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Juror Availability and Time Standards

PRESENTER(S):

Hon. Trevor Ward, Committee Member and Justice of the Peace for Willcox Justice Court

DISCUSSION:

Judge Ward will discuss issues regarding juror availability and their effects on time standards.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input checked="" type="checkbox"/> Formal Action/Request <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Proposal re: Local Presiding Judge Notification of Time Standards Reports Submitted to AOC for FY24 and Ideas for Future Reports

PRESENTER(S):

Laura Ritenour, Staff to Steering Committee on Data-Based Court Performance and Data Standards and Caseflow Management Specialist, AOC Court Services Division

DISCUSSION:

At the May Coconino County Limited Jurisdiction Judge and Administrators Workshop, attendees suggested to Laura Ritenour that local presiding judges are copied when courts submit their yearly time standards reports to the AOC. Laura Ritenour will present this suggestion and also discuss with the group ideas for future years.

RECOMMENDED ACTION OR REQUEST (IF ANY):

Proposed motion: Recommend the AOC adds language to the time standards report submission instructions for local presiding judges to be notified when the court submits the FY24 reports to the AOC.

## Time Standards Reporting Submission Instructions (DRAFT 06/05/2024)

Courts must submit the Fiscal Year 2024 Time to Disposition Summary reports for the case types listed below. FY 2024 is July 1, 2023 – June 30, 2024. All reports are due to the AOC by July 31, 2024.

1. Run the Time to Disposition Summary report for each case type.
2. Export the results to an Excel file and save each Time to Disposition (TTD) Summary Report with a file name that contains the case type prefix which can be found in the table below, followed by the 4-digit court ID, and year (e.g., FY24). EXAMPLE: ADJ0400FY24.
3. Create an email for [TimeStandards@courts.az.gov](mailto:TimeStandards@courts.az.gov) with the subject line “Time Standards Reports” and the 4-digit Court ID. EXAMPLE: Time Standards Reports 0703.
4. Attach all Excel files to this email and send.
5. **The Steering Committee on Data-Based Court Performance and Data Standards recommends the local presiding judge is copied on this email or sent a copy of the reports separately.**

Case Type	Case Type Prefix
<b>Superior Courts</b>	
Civil	CV
Felony	CR
Family Law Dissolution and Allocation of Parental Responsibilities	DIS
Family Law Temporary Orders	TO
Family Law Post-Judgment Motions	FPM
Probate Guardianship/Conservatorship	GUA
Probate Mental Health	MH
Criminal Post-Conviction Relief	PCR
Limited Jurisdiction Court Appeals	LJA
Protection Orders Ex Parte Hearings	POE
Protection Orders Contested Hearings Held	POC
Protection Orders First Hearing Set	POF
<b>Juvenile Courts</b>	
Delinquency and Status Offense	DEL
Dependency Permanency Hearings	DEP
Dependency Termination of Parental Rights	TPR
Dependency Adjudication Hearings	ADJ
<b>Justice and Municipal Courts</b>	
Misdemeanor DUI	DUI
Civil Traffic	CT
Justice Court Civil	CIV
Criminal Misdemeanor	CM
Eviction Actions	EA
Civil Local Ordinance	CO
Small Claims	SC
Protection Orders Ex Parte Hearings	POE
Protection Orders Contested Hearings Held	POC
Protection Orders First Hearing Set	POF

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Draft Administrative Order regarding Submission of Case-Related Data To Central Case Repository

PRESENTER(S):

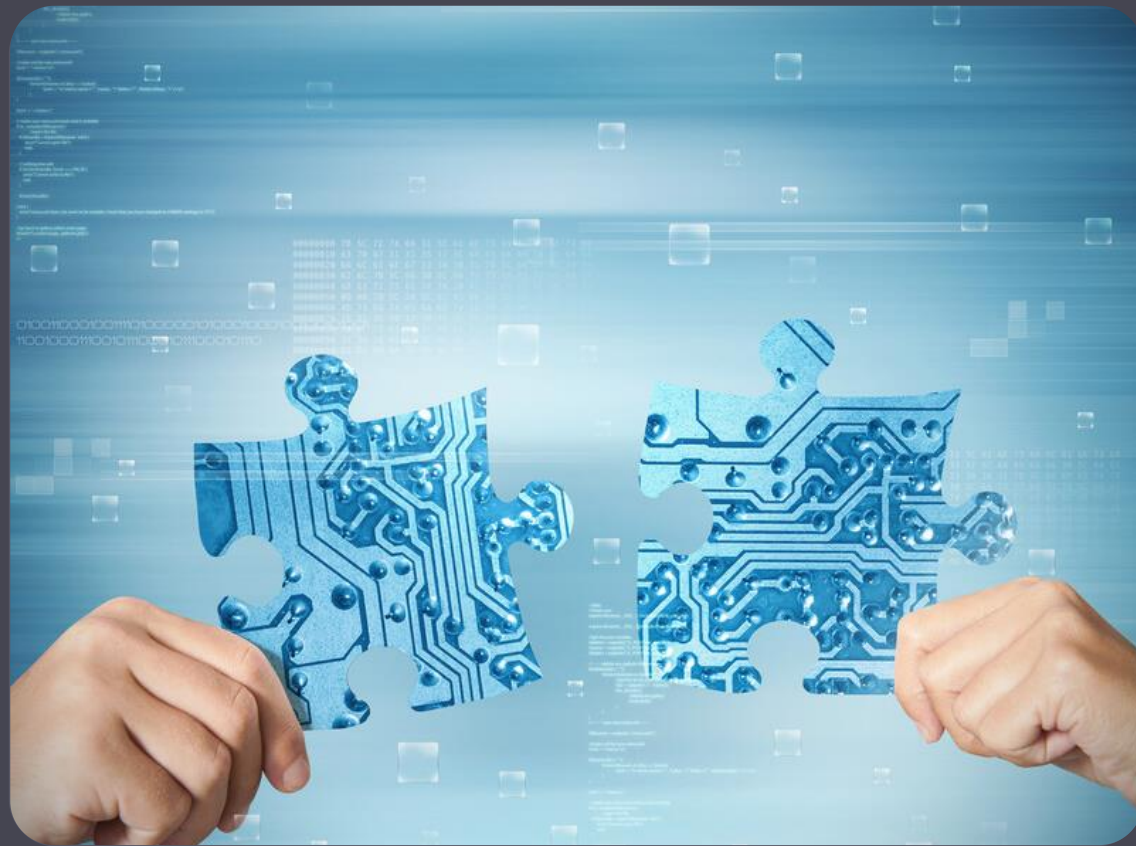
Laura Ritenour, Staff to Steering Committee on Data-Based Court Performance and Data Standards and Caseflow Management Specialist, AOC Court Services Division

DISCUSSION:

Laura Ritenour will present a draft administrative order regarding the submission by all court case management systems specific case-related data to the AOC’s Central Case Repository. Laura Ritenour will present an overview of the implementation plan and facilitate a discussion with members on the draft administrative order.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only



# Updates on Required Data Elements and Code Standardization

# Goal

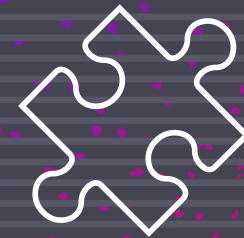
Case management systems send accurate case data and approved codes to AOC for:

- 1) interfaces with justice partners,
- 2) required data elements,
- 3) legislation (as needed),
- 4) statistical reports, and
- 5) data requests for the public and court leadership.



# The Current Components

- The Central Case Repository Integration Design Specification documentation, “The Specs”
- Required Data Elements
- Code Standardization
- Data Translation Tool



# “The Specs”



- Currently, the Specs define and detail transactions for Protective Orders, FARE, eCourt, Public Access, and NICS to improve data for interfaces with justice partners.
- The Specs have a SharePoint site and will have links to the code standardization database which will display the most current codes.



# RDE's

- Required Data Elements implemented to ensure all CMS's have the same set of elements for the data that court leadership deemed necessary for integration projects, statistical reports, and data requests.
- Data Standards Steering Committee selected the RDEs and the RDEs are listed in ACJA § 1-508 and two Administrative Directives

# Code Standards



The Data Standardization Advisory Committee reviews and approves general and limited jurisdiction court codes for the elements that need standardization to meet the goal

There are currently 31 code sets standardized (there were 21 at this time last year).

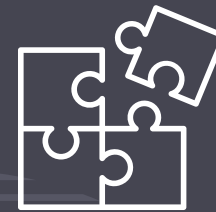
# Data Translation Tool (FME)

The tool is available to assist case management systems with translating their current codes to the approved codes on their way to the CCR.

The tool allows courts to continue to use their own codes in their databases and ensures standardized codes are sent to the AOC.



# How the Components Fit Together



- Proposed phased implementation
- The Specs provide the source and CCR is the destination
- An Administrative Order and Directives provide authority and timelines
- Then all courts can meet the goal

# Goal Part 1

**Case management systems send accurate case data and approved codes to AOC for:**

**- interfaces with justice partners**

- To meet Goal Part 1, all case management systems need to adhere to the current Specs (FARE, NICS, Public Access, Protective Orders, Sealed, Restricted, etc.)
- Administrative Directive to list date/s

# Example AD

1. All FARE transactions and codes as listed in the Specs Version 4.0 must be transmitted to the CCR by [future date]
2. All NICS reporting transactions and codes as listed in the Specs Version 4.0 must be transmitted to the CCR by [future date]
3. All Protective Order transactions and codes as listed in the Specs Version 4.0 must be transmitted to the CCR by [future date]

# Communication and Resources

At CACC, representatives of all CMSs will give updates on their progress with meeting the requirements outlined in the Spec document.

Case management systems wishing to use the no-cost Data Translation Tool (FME software ) to translate their code sets to the Specs may contact Michele Gillich for next steps.

# Goal Part 2

**Case management systems send accurate case data and approved codes to AOC for:**

- required data elements**

To meet Goal Part 2, updated versions of the Specs will define and detail transactions for Required Data Elements (should take approximately 1-2 years).

# New Proposed Process

1. For each required data element, AOC will draft business needs for the data to be transmitted by the courts.
2. The AOC Integration team will create draft transaction specifications based on business needs.
3. Business needs and codes for the draft transaction specifications will be standardized as needed by Data Standardization Advisory Committee.
4. Draft transaction specifications will be reviewed and voted on by TAC (Technology Advisory Council).
5. Approved transactions and codes will be added to the Specs document and the version updated.
6. Updated Spec sections and timelines will be outlined in Administrative Directives with communication updates at the COT, TAC, CACC, Data Standards Steering Committee, and Data Standardization Advisory Committee meetings.

# Example:

- Business needs: Collect data on specialty court usage and outcomes
- RDEs for Specialty Court Assignment (name), Diversion Entry (date), Diversion Exit (date), and Diversion Exit Type (outcome/value)
- Transactions:
  - When a defendant enters a specialty court, in the nightly batch process the court would transmit the Case Number, Defendant Name, Specialty Court Name, and Entry Date in the format outlined in the Specs.
  - When the defendant leaves a specialty court, in the nightly batch process the court would transmit Case Number, Defendant Name, Specialty Court Name, Exit Date, and the Exit Type in the format outlined in the Specs.



# Goal Parts 3 and 4

**Case management systems send accurate case data and approved codes to AOC for:**

- legislation (as needed)**
- statistical reports**

A similar process as outlined above for RDE's would happen for legislation (if a statewide solution is needed) and eventually statistical reports.

# Goal Part 5

**Case management systems send accurate case data and approved codes to AOC for:**

- data requests for the public and court leadership.**

**Goal Part 5 will be met by all case management systems meeting Goal Parts 1 through 4.**



- Thank You
- Feedback
- Q&A

Laura Ritenour,

[lritenou@courts.az.gov](mailto:lritenou@courts.az.gov)

IN THE SUPREME COURT OF THE STATE OF ARIZONA

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In the Matter of: )  
)  
SUBMISSION OF STANDARDIZED ) Administrative Order  
CASE-RELATED DATA ) DRAFT No. 2024-XX  
TO CENTRAL CASE REPOSITORY )  
\_\_\_\_\_ )

Accurate court case data is crucial for timely case resolution and efficient allocation of judicial resources. Additionally, court digital data is shared with various government agencies, impacting driving, criminal, and voting records. It can also influence warrant issuance, credit reporting, prison terms, gun ownership, employment, officer safety, military service, and other critical activities. Data standards play a vital role in measuring and analyzing case processing times achieved in Arizona courts. Defining what data to collect and who collects it is essential for staff training and accuracy monitoring.

Arizona Code of Judicial Administration (ACJA) § 1-501: Court Automation Standards requires that courts use state sponsored and authorized automation systems except where a local exception has been granted. The success of system integration projects depends on common code sets statewide, regardless of the automation system used. All courts' case management systems, including local exception systems, must be able to submit and accept standard data elements when populating statewide data repositories or participating in statewide technology projects.

To these ends, ACJA § 1-508: Required Data Elements seeks to ensure the quality, completeness, and consistency of Arizona court data across the judicial branch by ensuring that all courts collect and report certain standard data elements.

Therefore, pursuant to Article VI, Section 3, of the Arizona Constitution,

IT IS ORDERED that all general and limited jurisdiction courts shall submit data to the Administrative Office of the Court's (AOC) Central Case Repository (CCR) as specified in the CCR Integration Design Specification documentation.

IT IS FURTHER ORDERED that the Administrative Director shall promulgate a phased implementation schedule that shall be developed in coordination with the Data Standardization Advisory Committee.

Dated this \_\_\_ day of \_\_\_\_\_, 2024.

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ROBERT BRUTINEL,  
Chief Justice

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Felony Case Processing Time Standards Review Data Collection Concept – What cases are being disposed within 180 days?

PRESENTER(S):

Laura Ritenour, Caseflow Management Specialist, AOC Court Services, and Staff to Committee

DISCUSSION:

At the March 6, 2024 Steering Committee meeting, Hon. Pamela Gates and Laura Ritenour presented a potential data collection project for committee feedback. Since that meeting, some preliminary research has been done. The case characteristics that will be reviewed include charges, dispositions, priors listed on plea agreements, victims, attorney type, number of continuances, custody status at time of plea, attorney changes, trial settings, and in county/state defendant. The project was presented to the county caseflow managers for their input and data collection will begin this summer. Another update will be presented at the September meeting.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For Information Only

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Collaboration with Family Court Improvement Committee

PRESENTER(S):

Hon. Michael Peterson, Graham County Superior Court, and Workgroup Chair

DISCUSSION:

At its December meeting, the Steering Committee voted unanimously for the creation of a collaborative FCIC-DSSC workgroup to develop recommendations for process improvements and potential Family Law time standard changes. The workgroup would consider statutory requirements, court rules, court data, and any other relevant factors in developing their recommendations.

The proposal was brought to the February Family Court Improvement Committee (now the Committee on Family Courts) for their consideration, and they voted unanimously in support.

Judge Peterson will provide an update on the workgroup.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only.

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE  
AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Data Standardization Advisory Committee

PRESENTER(S):

Michael Malone, Director, AOC Court Services Division

DISCUSSION:

Michal Malone, chair of the Data Standardization Advisory Committee, will give an update on the committee’s progress since the March meeting.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For Information Only

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Update on Proposed DUI Case Processing Training for Judicial Officers

PRESENTER(S):

Cathy Clarich, Manager, AOC Court Operations Unit

DISCUSSION:

Ms. Clarich will update the committee members on current and future plans of this workgroup.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE AND DATA STANDARDS**

<b>Date of Meeting:</b>	<b>Type of Action Required:</b>	<b>Subject:</b>
June 5, 2024	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Draft Post-Conviction Relief Notice and Petition Filing Instructions

PRESENTER(S):

Mary Bellefeuille, Data Standards Analyst, AOC Court Operations Unit

DISCUSSION:

Mary Bellefeuille will give an update on this project to draft Post-Conviction Relief Notice and Petition filing instructions for publication on the Self-Service Center website.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only