

DATA STANDARDS ADVISORY COMMITTEE

October 28, 2025

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

MINUTES

Present: Odette Apodaca, Gil Bensinger, Laura Bergan, Daniel Bowman, Samuel Guy as proxy for Ralph Garcia, Dean Hammel, Todd Herrera-Ridenhour, Susann Holland, Randy Kennedy, Niltza Flores, Tania Nieblas, Mike Nimitz, Ester Reeves, Ginger Rodas, Marcos Romero, Danica Sanchez, Katrina Solis, Adam Walterson, Jeanette Wiesenhofer, and Summer Dalton as chair for Michael Malone

Not Present: Laurie Allen and Adele May

Administrative Office of the Courts (AOC) and Guests: Mary Bellefeuille (Mesa), Jennifer Ferguson (Maricopa), Christopher Fong (Maricopa), Melanie Cluff (AOC), Patrick McGrath (Chandler), Anirban Mitra (AOC), Scott Fitzpatrick (Scottsdale), Daniel Paulson (Mesa), Michele Gillich (AOC), Fahmidha Wahab (AOC), Laura Navarro Cobos (Paradise Valley), Laura Ritenour (AOC), and Michael Wise (AOC)

I. CALL TO ORDER

A. Welcome and Opening Remarks

The October 28, 2025, meeting of the Data Standards Advisory Committee was called to order by Summer Dalton, meeting chair for Mike Malone, at 10:00 a.m. Summer took roll call, established a quorum, and mentioned the meeting was being recorded.

B. September 30, 2025, Meeting Minutes

Summer Dalton displayed the September 30, 2025, draft meeting minutes. Summer asked for a motion to approve the minutes. Niltza Flores made a motion to approve the minutes, and Ester Reeves seconded the motion. The committee voted and the motion passed unanimously.

C. Call to the Public

Summer Dalton made a call to the public for comments. There was no response.

II. ITEMS FROM PREVIOUS MEETINGS AND NEW ITEMS

D. Review/Discuss/Vote – Code Standardization Requests

- Updates to Case Category, Case Type, Case Subtype code sets

Laura Ritenour displayed the document for the committee to review and vote on the following codes:

- **Animal Seizure Subtypes**

Laura Ritenour presented the document and reviewed the Animal Seizure case sub types. Members reviewed the request and had no concerns moving forward.

Ester Reeves motioned to approve, and Odette Apodaca seconded the motion. The committee voted and the motion passed unanimously.

- **Criminal Case Types (GJ and LJ)**

Laura Ritenour shared that AOC staff are having internal discussions on how best to align this item and hope to bring a related proposal to the committee at the December or January meeting.

E. Review/Discuss/Vote – New Code Standardization Requests

- i. **Update to Case Category code set – “IC” for Interstate Compact for Juvenile**

Laura presented this topic and explained it would be a new case category for GJ courts only for Interstate Compact for Juvenile cases.

Dean Hammel made a motion to approve, and Niltza Flores seconded. The committee voted and the motion passed unanimously.

- ii. **New event code for Certificate: Third Party Litigation Funding**

Laura presented the proposal to add a statewide event code for Certificates related to Third Party Litigation Funding.

Katrina Solis motioned to approve, and Odette Apodaca seconded. The committee voted and the motion passed unanimously.

F. Hearing Results code set

Laura presented a spreadsheet for courts to list their current hearing result data and that this applies to both LJ and GJ courts. Committee members discussed the proposal and clarified that this applies only to hearing results and that this data element is currently Desired in the CCR Specifications. Laura will email the courts asking them to send her their hearing results list.

G. Review - 2026 Required Data Elements Checklist

Laura reviewed the draft 2026 Required Data Elements checklist and showed the new spreadsheet format, which will replace the previous PDF version. This will be discussed further at the December meeting.

H. Review/Discuss/Vote – Proposed 2026 Meeting Dates and Times

The committee reviewed the proposed 2026 meeting dates and times. Members noted that March 31 is a holiday for Phoenix and Tempe.

Ester Reeves proposed removing the March meeting from the proposed 2026 meeting dates, and Marcos Romero seconded. The committee voted and the motion passed unanimously.

Ginger Rodas motioned to approve the 2026 meeting dates with the March meeting excluded, and Randy Kennedy seconded. The committee voted and the motion passed unanimously.

I. Updates, Comments and Questions from Members

There were no updates, comments, or questions.

J. Adjournment

A motion to adjourn the meeting was made by Dean Hammel at 10:29 a.m.

K. Next Committee Meeting Date

Tuesday, December 2, 2025, 10:00 a.m. – 12:00 p.m., Zoom Webinar