

STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE AND DATA STANDARDS

June 4, 2025

1:30 p.m. - 3:30 p.m. Hybrid Attendance - In Person and Zoom Webinar
MINUTES

Members Present: Hon. James Beene, Hon. Thomas L. Chotena, Ms. Jennifer Curtiss, Ms. Niltza Flores, Hon. Pamela Frasher-Gates, Ms. Shawn Friend, Ms. Tina Mattison, Ms. Donna McQuality, Hon. Douglas Metcalf, Hon. Heidi Owens, Hon. Michael Peterson, and Ms. Nancy Rodriguez

Members Absent: Ms. Rachel Cameron, Mr. Jeff Schrade, Hon. Don Taylor, and Hon. Trevor Ward

Presenters and Guests: Ms. Valerie Coleman and Mr. Ryan MacDonald

Administrative Office of the Courts (AOC) Staff: Mr. Stewart Bruner, Ms. Jennifer Jones, Mr. Michael Malone, Ms. Laura Ritenour, and Mr. Michael Wise

I. CALL TO ORDER

A. Welcome and Opening Remarks

The June 4, 2025, 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. Justice Beene conducted member roll call, established a quorum, and mentioned the meeting was being recorded. Justice Beene welcomed Niltza Flores to the committee. Ms. Flores is the Court Administrator for Cochise County Superior Court, replacing Shelly Bacon. Justice Beene thanked Judge Pamela Gates for her service on the Steering Committee.

B. Approval of the March 5, 2025, Minutes

The draft minutes from the March 2025 meeting were presented for approval. Justice Beene called for any corrections to the minutes, and none were made.

A motion was made by Judge Michael Peterson and seconded by Tina Mattison to approve the minutes. The motion passed unanimously.

II. REGULAR BUSINESS

A. Call to the Public

Justice Beene announced that the "Call to the Public" section has moved to the beginning of the meetings to ensure everyone has an opportunity to speak.

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

B. Digital Workforce Project, Clerk of the Superior Court, Maricopa County

Ryan MacDonald presented on the Clerk's Office Digital Workforce Project. This project addresses challenges of manual document processing and repetitive, time-consuming data entry by implementing an Artificial Intelligence (AI) solution. Documents submitted by employees through the CSI Intellidact application are identified by case type, with the system comparing incoming documents against internal samples to determine confidence levels and patterns. If Intellidact lacks confidence in a document, it pauses for human review. The workflow involves staff reviewing customer documents, scanning them into CSI Intellidact, followed by automation via Nintex RPA on a virtual machine to complete data entry into the CMS. The system compares documents across different types (e.g., Waiver with Plea vs. Plea Agreement) and proceeds through Intellidact, OnBase, and Nintex. The committee questioned whether the AI reads handwriting or only text as well if it has the means to search outside systems. Ryan noted reduced confidence when the filing date is handwritten and clarified the AI model is trained internally, without external data access, using validated "good" samples to improve recognition, while maintaining processing speeds comparable to a human to avoid overloading the CMS. When asked about preparation time for new document types; Ryan explained that if the template is standard, setup takes a few days, requiring around 100 sample documents and about a week of repeated testing. Nancy Rodriguez added that the system works best with standardized documents where data appears consistently and are not complex to docket. Justice Beene thanked Ryan for his presentation and invited members to contact Laura Ritenour if they know of other AI court projects to share at future meetings.

C. DUI Time Standards and Caseflow Management Training Workgroup

Justice Beene reviewed the need and progress of this work. Laura Ritenour and Jennifer Curtiss presented the proposed training outline and requested feedback. Judge Metcalf suggested this training be included in the LJ new judge orientation and police and lab personnel be added to the panel. Justice Beene emphasized the importance of including this topic in the LJ new judge orientation.

D. Arizona Case Processing Time Standards

i. Administrative Order 2025-67

Laura Ritenour reviewed A.O. 2025-67 with the committee. This A.O. approved the adoption of revised time standards felony, juvenile, and DUI cases. Members had no questions on the A.O.

ii. Proposal re: Presiding Judges Acknowledgement of Time Standards Reports Submitted to AOC – feedback from other committees

The committee supported the changes on the language for the acknowledgement but also recommended to add “presiding judge designee” to allow flexibility and delegation by the presiding judges.

A motion was made by Judge Doug Metcalf and seconded by Judge Michael Peterson to approve the revised language. The motion passed unanimously.

iii. Appellate Performance Measures Online Data

Laura Ritenour presented the Appellate Courts’ published time standards data ([AZCourts.gov > Performance Measures](https://www.azcourts.gov/performance-measures)) in preparation of the next topic.

iv. Draft Concept for FY26 Public Report

The committee discussed the proposal to publish state-level time standards data in fiscal year 2026, emphasizing the importance of transparency within the strategic agenda. Comments included concerns that Maricopa County accounts for the majority of the aggregate data, the change in felony time standards from filing date to arraignment date, and potential misinterpretation of the data. The committee expressed a desire for more transparency but acknowledged the need for additional time to ensure accurate data before making a final decision on a timeline. This topic will be revisited at the September meeting.

E. Data Standardization Advisory Committee (DSAC) Update

Mike Malone presented the summary of the work done by the Advisory Committee over the past three months. Members had no questions on the Advisory Committee summary.

F. Adjournment

Judge Michael Peterson made a motion to adjourn, and the meeting was adjourned at 3:26 p.m.

III. NEXT COMMITTEE MEETING DATE

The next meeting is the Committee Annual Meeting on Wednesday, September 3, 2025, and will be in-person, at AOC Judicial Education Services Building, 3003 N. Central Avenue, 5th Floor, Phoenix, AZ 85012. A Zoom link will be provided for those unable to attend in person.