

DATA STANDARDS ADVISORY COMMITTEE

June 24, 2025

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

MINUTES

Present: Odette Apodaca, Gil Bensinger, Laura Bergan, Daniel Bowman, Christine Sanchez as proxy for Summer Dalton, Samuel Guy as proxy for Ralph Garcia, Dean Hammel, Todd Herrera-Ridenhour, Susann Holland, Randy Kennedy, Adele May, Tania Nieblas, Ester Reeves, Karen Roush as proxy for Ginger Rodas, Marcos Romero, Danica Sanchez, Katrina Solis, Adam Walterson, and Jennifer Jones as Chair for Michael Malone

Not Present: Laurie Allen, Niltza Flores, Jeanette Wiesenhofer, and Mike Nimtz

Administrative Office of the Courts (AOC) and Guests: Anirban Mitra (AOC), Mary Bellefeuille (Mesa), Daniel Paulson (Mesa), Jennifer Ferguson (Maricopa), Laura Navarro Cobos (Paradise Valley), Laura Ritenour (AOC), Melanie Cluff (AOC), Michael Wise (AOC), and Michele Gillich (AOC)

I. CALL TO ORDER

A. Welcome and Opening Remarks

The June 24, 2025, meeting of the Data Standards Advisory Committee was called to order by Jennifer Jones, meeting chair, at 10:02 a.m. Jennifer Jones took roll call, established a quorum, and mentioned the meeting was being recorded.

B. May 27, 2025, Meeting Minutes

Jennifer Jones displayed the May 27, 2025, draft meeting minutes. Jennifer Jones asked for a motion to approve the minutes. Odette Apodaca 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

Jennifer Jones announced that the Data Standards Advisory Committee will be moving the "Call to the Public" section to the beginning of its meetings to ensure everyone has an opportunity to speak. Jennifer Jones made a call to the public for comments. There was no answer.

II. ITEMS FROM PREVIOUS MEETINGS AND NEW ITEMS

D. Review/Discuss/Vote – Code Standardization Requests (Laura Ritenour) Case Category, Case Type, Case Subtype code sets

Committee members requested more time to review the codes with their teams, so this

item will be moved to the July meeting.

E. Review/Discuss/Vote - New Code Standardization Requests (Laura Ritenour)

i. Protective Order Relationship code set

After discussing the proposed codes, the committee decided that the codes and definitions should align with those listed on the petition form. The code set table was updated to reflect this change.

Randy Kennedy made a motion to approve the updated Protective Order Relationship code set, and Marcos Romero seconded the motion. The committee voted and the motion passed unanimously.

ii. PCO code set (modification)

Jennifer Jones stated that the code modification is still under review by AOC Legal and internal AOC teams and will therefore be moved to the July agenda.

F. Review/Discuss - Required Data Elements list with CCR Specs information (Laura Ritenour)

Laura Ritenour presented the document to the committee and stated that her team will be reviewing the remaining code sets and providing recommendations on which should be prioritized to meet the June 2026 deadline.

G. Updates, Comments and Questions from Members

There were no updates, comments, or questions.

H. Adjournment¹⁰

A motion to adjourn the meeting was made by Marcos Romero at 10:32 a.m.

I. Next Committee Meeting Date

Tuesday, July 29, 2025, 10:00 a.m. – 12:00 p.m., Zoom Webinar