

STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE AND DATA STANDARDS

December 11, 2024

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

Members Present: Hon. James Beene, Ms. Shelly Bacon, Hon. Thomas L. Chotena, Ms. Jennifer Curtiss, Hon. Jennifer Green as proxy for Hon. Pamela Frasher-Gates, Ms. Shawn Friend, Hon. Ken Lee, Ms. Tina Mattison, Hon. Heidi Owens, Hon. Michael Peterson, Mr. Michael Nimtze as proxy for Ms. Nancy Rodriguez, Hon. Don Taylor, and Hon. Trevor Ward

Members Absent: Ms. Rachel Cameron, Ms. Donna McQuality, and Mr. Marcus Reinkensmeyer

Presenters and Guests: Ms. Kathy Schaben (Yuma County), Mr. Jon Bearup (Gila County); Hon. Jennifer Green, Hon. Lori Bustamante, John Cavagnaro, Jennifer Ferguson, Nicole Garcia, Justin Zysk, Brittani Bearup, and Victoria Murray (Maricopa County); Hon. Jerry Landau (Pima County Consolidated Justice Courts); Charlie Barrett and Sergio Loza (Pima County Superior Court); and Laura Bergan and Joe Marchetti (Pima County)

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

I. CALL TO ORDER

A. Welcome and Opening Remarks

The December 11, 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 1:32 p.m. Justice Beene conducted member roll call and members, established a quorum, and mentioned the meeting was being recorded. Justice Beene announced that Rachel Cameron would be joining the committee. Ms. Cameron is the Chief Information Officer of the Judicial Branch of Maricopa County. Justice Beene also welcomed Michael Wise, the new Court Case Management Analyst working with Laura Ritenour as AOC staff to the committee and its projects. Justice Beene then recognized retiring members and AOC staff for their service to the committee as to the Arizona Judicial Branch - Marcus Reinkensmeyer, Judge Kenneth Lee, Shelly Bacon, and Cathy Clarich.

B. Approval of the September 4, 2024, Minutes

The draft minutes from the September 2024, meeting of the Steering Committee on Data-Based Court Performance and Data Standards were presented for approval. Justice Beene called for any corrections to the minutes, and none were made. A motion was made by Judge Jennifer Green and seconded by Tina Mattison to approve the minutes. The motion passed unanimously.

II. REGULAR BUSINESS

A. Proposed 2025 Meeting Schedule

The proposed 2025 meeting dates, times, and locations were presented for member review and discussion. Justice Beene called for any discussion, and none were made. A motion was made by Judge Green and seconded by Judge Ken Lee to approve the schedule. The motion passed unanimously.

B. NCSC Technical Assistance Project

In 2021, 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. During each 2024 committee meeting, court administrators from various counties presented on the initiatives the courts created after the technical assistance. Justice Beene introduced Kathy Schaben, Court Administrator from Yuma County, and Jon Bearup, Court Administrator from Gila County, to the members and requested they report-out on the technical assistance the courts received from NCSC and Judge Coker and what next steps are planned. Kathy Schaben shared the progress Yuma County has made on a court-wide continuance policy and plans for the future. Jon Bearup shared Gila County's progress as well as challenges due to staffing changes in the justice partners agencies. Members asked questions and Justice Beene thanked both presenters for their informative updates.

C. Proposed Time Standards Modifications from Felony Time Standards Workgroup

In 2021, a criminal felony time standards workgroup developed recommendations for modifications to the felony time standards. Discussion on that topic was tabled by request of AOC leadership until the NCSC technical assistance project could be completed. Now that the project is complete, the workgroup is ready to move forward with recommendations. Justice Beene introduced Judge Jennifer Green, Criminal Presiding Judge for the Superior Court of Maricopa County. Judge Green presented the workgroup recommendations for discussion. After the discussion concluded, Justice Beene asked for members to make motions on the recommendations. Judge Lee moved to recommend to the Arizona Judicial Council that the felony case processing time standards be modified to 65% within 150 Days, 85% within 270 Days, and 95% within 365 Days and that the felony case processing time standards measurement start with the Arraignment Held Date. Judge Ward

seconded the motion and it passed unanimously. Shelly Bacon moved that all recommended changes be in place by July 1, 2025. Judge Lee seconded the motion and it passed unanimously.

D. Proposed Time Standards Modifications from Juvenile Time Standards Workgroup group

At June 2024 meeting, the committee approved the creation of a collaborative workgroup to review the current juvenile time standards and develop potential recommendations for modifications. Judge Bustamante, chair of the workgroup, presented the workgroup's recommendations for modifications. After the discussion concluded, Justice Beene asked for members to make motions on the recommendations. Judge Ward moved to recommend to the Arizona Judicial Council that the Dependency Adjudication Hearing case processing time standards be modified to 80% within 100 days and 98% within 150 days. Judge Green seconded the motion and it passed unanimously. Judge Lee moved to recommend to the Arizona Judicial Council that Termination of parental rights case processing time standards be modified to 80% within 180 days and 98% within 220 days. Judge Green seconded the motion and it passed unanimously. Tina Mattison moved to recommend to the Arizona Judicial Council that Delinquency and status offense case processing time standards be modified to 60% within 60 days, 80% within 90 days, 98% within 150 days and that Delinquency and status offense time standard measurement start with the Advisory Hearing Held Date. Judge Green seconded the motion and it passed unanimously.

E. Proposed Time Standards Modifications from DUI Time Standards Workgroup

At the December 2023 meeting, the committee approved the creation of a collaborative workgroup to review the current DUI time standards and develop potential recommendations for modifications. Judge Landau, chair of the workgroup, presented the workgroup's recommendations for modifications. After the discussion concluded, Justice Beene asked for members to make a motion on the recommendations. Jennifer Curtiss moved to recommend to the Arizona Judicial Council that DUI case processing time standards be modified to 85% within 180 days and 93% within 240 days. Judge Taylor seconded the motion and it passed unanimously.

F. Proposal re: Local Presiding Judge Notification of Time Standards Reports Submitted to AOC for FY25

In the interest of time, this item was moved to the March 2025 meeting agenda.

G. Court Dashboard Demonstrations

Justice Beene reminded members that in the 2024-2029 Strategic Agenda Goal 4.1 pertains to time standards, data collection, and data dashboards. There are several courts here in Arizona who have developed data dashboards and several of them presented them to the committee. They were Joe Marchetti (Pima

County), Charlie Barrett (MCJC), John Cavagnaro and Victoria Murray (Maricopa County). Committee members were impressed with the work done by the courts and thanked the presenters for their time.

H. Data Standardization Advisory Committee Update

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. Michael Malone, the advisory committee chair, was unable to attend the last two meetings and therefore Cathy Clarich gave the advisory committee update. Since the September 4, 2024 Steering Committee meeting, the Data Standardization Advisory Committee has been reviewing and approving standardized tables and new code requests and providing feedback on the implementation of the Required Data Elements Initiative. The tasks have been completed or are in process include: 1) Reviewed and approved standardized definitions for Contact Status code set. Designated Department of Public Safety (DPS) as authority for Ethnicity Codes and Descriptions. These decisions support the Required Data Elements project and further the creation of a data dictionary for standardized code sets; 2) Completed discussions on warrant codes needed for new Public Safety Assessment project for limited jurisdiction courts. The code sets discussed and approved include Warrant Authority, Warrant Type, Warrant Reasons, Bond Type, and Extradition Codes. Standardizing warrant data will assist in fulfilling this recommendation and in meeting 2024-2029 Strategic Agenda Goal 3.1.; 3) Completed discussion on Inmate Release Court (IRC) Program event codes. The IRC Program is authorized by Administrative Order 2024-223. This program is a collaboration between the courts, the Department of Correction's Second Chance Program that prepares inmates for release from custody and assists them in resolving their outstanding misdemeanor and civil traffic matters prior to release. The IRC code set will allow courts and the AOC the ability to monitor program effectiveness and provide statistics for data requests; and 4) Provided feedback to AOC staff on a draft administrative order and directive for court case data submission to the AOC's Central Case Repository. The administrative directive is required by Administrative Order 2024-123 on Submission of Standardized Case-Related Data to the Central Case Repository (CCR) title. The goal of the administrative order and directive is to support ACJA §1-501 Court Automation Standards and ACJA §1-508 Required Data Elements to improve data reporting to the CCR for statewide data repositories and data collection efforts.

I. Call to the Public

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

J. Adjournment

The meeting was adjourned at 3:39 p.m. with a motion by Judge Peterson.

III. NEXT COMMITTEE MEETING DATE

The next meeting is Wednesday, March 5, 2025 and is hybrid format, with attendees and members appearing either in-person at the State Courts Building or over Zoom webinar. In-person attendees and members should come to Room 331 at the State Courts Building, 1501 W. Washington, Phoenix AZ 85007.