

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, June 15, 2017
10:00 AM - 11:30 AM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007

AUDIO PHONE NUMBER: 1-602-452-3533
AUDIO ACCESS CODE: 996 505 915 #

MEMBERS PRESENT

Kip Anderson*
Jonathan Bearup*
Julie Dybas
Christopher Hale
Diana Hegyi
Donald Jacobson*
Jeff Mangis (*Val Wyant**, proxy)
Ron Overholt*
Michael Pollard, *Chair*
Nancy Rodriguez
Paul Thomas

GUESTS

Jennifer Gilbertson*, *Phoenix Muni Court*
Debi Schaefer, *Tempe Municipal Court*

MEMBERS ABSENT

Janie Randall

AOC STAFF

Stewart Bruner, *ITD*
Cathy Clarich, *CSD*
Summer Dalton, *CSD*
Adele May, *ITD*
Kat Nguyen, *ITD*
Jim Price, *ITD*
Marcus Reinkensmeyer, *CSD*
Renny Rapier, *ITD*

* indicates appeared by telephone

WELCOME AND OPENING REMARKS

Judge Michael Pollard, chair, called his final Court Automation Coordinating Committee (CACC) meeting to order at 10:00 a.m. sharp. After confirming that a quorum existed, the chair requested consideration of the minutes from the May 11 meeting.

MOTION: A motion was made and seconded to approve the minutes of the May 11, 2017 CACC meeting as written. The motion passed unanimously.

REPORT FROM COT JUNE 1 MEETING

Cathy Clarich, AOC Court Services Division Caseflow Manager, communicated changes being contemplated to lengthen the retention period for two case types that relate to calculation of judicial productivity credits. The chair then relayed that COT had approved the same priorities as last year following extensive discussion about revenue generation and *Fair Justice for All* initiatives. He also advised members that the four project monitoring guidelines had been approved along with a matrix of the current set of projects for CACC to monitor, as recommended by an ad hoc subcommittee.

Staff member Stewart Bruner reviewed the projects on the matrix that he considers new to CACC: RFR Replacement, iCISng .NET, Phoenix CMS Porting, Maricopa Civil Case Initiation eFiling, MCJC eFiling, COSC Public Access Terminal Replacement, Scottsdale FARE Interface Revision, Pima eUniversa eFiling, Maricopa Agile Jury Upgrade, and Coconino CDR Adoption. Stewart will notify the representatives of the 10 new projects that, pursuant to COT's direction, CACC is requiring a written update covering the areas in the standard outline used for previous project reviews. It was decided to cancel the July meeting so that the 10 projects could submit a report for consideration at the August meeting. A deadline of August 4th should provide sufficient time for project representatives to gather their input and submit it to staff. In response to a question, Stewart stated that he intends to base recommendations for in-person appearances on the completeness and detail of information received by the deadline for each project.

Stewart then recapped the sendoff Judge Pollard received from Justice Pelander at the Commission on Technology meeting. Adele May provided cake for members and guests in honor of Judge Pollard's twenty-plus-year term of service on the Large Volume Courts Committee (LVCC) and CACC and in honor of his being named Judge of the Year by Chief Justice Bales. Former LVCC and CACC co-chair Marcus Reinkensmeyer thanked Judge Pollard for being a great conciliator and recounted some memories from the LVCC days.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Judge Pollard described the rationale behind breaking the MindMap in use since 2010 into two separate maps -- one for local projects and one for statewide projects -- as the scope for project monitoring increases in the wake of COT's formal direction. Members briefly reviewed each map on the screen. Discussion then turned to the appropriateness of the outline used for project update presentations during the past fiscal year, provided as a handout. Members agreed to keep it unchanged for the moment.

Stewart detailed the various changes made on the MindMap since the May meeting, passing along what information he had received from those project managers who were not present for

the meeting. He reviewed new tasks as well as minor date changes submitted for several projects before indicating that JOLTSaz county rollouts successfully resumed with Graham and Greenlee both implementing last weekend.

Members were provided the updated priority projects listing for reference. After the chair recounted the history of the document, members requested to continue to receive it in each meeting as their condensed version of the MindMaps.

PROJECT UPDATE: eUNIVERSA eFILING AND eSERVICES

Jim Price briefly described the progress being made with testing the eUniversa/AJACS 3.9 updates needed to address “showstopper” issues raised by Mohave and Yavapai Superior Courts. Jim described several of the enhancements in the release scheduled for implementation in mid-July. He reminded members that AZTurboCourt is being integrated with the eUniversa e-filing manager in mid-July to enable existing TurboCourt customers to e-file into any AJACS court. MCJC/Maricopa Superior and Pima Superior Court continue their projects to cut over their existing e-filing systems from AZTurboCourt to eUniversa for processing. Pima Clerk of Court’s Office is concurrently re-engineering their e-filed submissions to route to a new EZ-Q application being developed for clerk review and integration with the Agave CMS.

Summer Dalton brought members up to date with the proposed pace of the remaining general jurisdiction (GJ) court e-filing implementations following the final update to AJACS 3.9. She explained the work being done for MCJC e-filing both at AOC and the court before party matching is turned on. Timing is dependent on CCI feeds completing. eAccess unit testing has slipped as a result of some new development related to Rule 123 requirements. User interface issues and defects must also be addressed by the vendor before court user testing can begin, so dates will potentially slip further. eBench is now live in Santa Cruz Superior Court, the fifth court, and work is getting underway with Yuma and Pinal toward the overall goal of completing the GJ eBench rollout by calendar year end. Stewart mentioned an extra challenge presented in Coconino Superior Court where the document transfer process is not yet in place. That project is on the list approved by COT for monitoring.

In response to a question, Summer described the approved fee structure associated with eAccess usage and clarified that government entities will not be charged for access needed to carry out their responsibilities.

PROJECT UPDATE: AZTURBOCOURT eFILING

Summer gave the history of small claims e-filing at Maricopa Justice Courts along with details about tasks AOC must complete to populate CCI to enable party matching to be able to resume e-filing. The court has to complete further CRMDE development and OnBase workflow establishment before they are ready to accept e-filings. Work is being done concurrently. Stewart will request a report from MCJC on their local tasks but also leave the AOC tasks on the statewide MindMap view.

PROJECT UPDATE: CASE MANAGEMENT SYSTEMS

Paul Thomas from Mesa Municipal Court updated members on the sequence of events determined at the June 1 meeting between Mesa and AOC resources. Programming is complete,

but Mesa is behind Scottsdale in the queue for testing at AOC, so dates depend on Scottsdale's completion of testing. Paul's best guess is August. Julie Dybas outlined Scottsdale's progress with testing their new FARE interface. In response to a question by the chair, Debi Schaefer, court administrator for Tempe, indicated that she looks forward to receiving the FARE interface code from Mesa and that Tempe would evaluate it once received.

Adele May, the AJACS limited jurisdiction (LJ) case management system (CMS) project manager, outlined timelines for the remaining few AZTEC courts in Maricopa County and summarized progress through the previous counties, leading to a 28 percent completion number statewide. She also outlined her plans and target dates for Yavapai and Yuma courts over the next 12 months. Conversion fallout rates continue to be consistently below one percent of all cases. In response to a question, Adele, Diana Hegyi, and Stewart discussed considerations surrounding Gila Bend Municipal Court's request to convert from AJACS to the iCIS CMS. She also mentioned an effort to refresh AJACS training for AOC Customer Support Center personnel as more and more courts convert from AZTEC.

POST-IMPLEMENTATION REPORTS

No implementations beyond those mentioned by Stewart (JOLTSaz in Graham and Greenlee) and Adele (various Maricopa LJ courts) have taken place since the May meeting.

ITEMS OF OLD OR NEW BUSINESS

Stewart indicated that time is needed to shore up the membership, determine the chair, and re-tool for the increased scope of project monitoring. He recommended skipping the July meeting and reconvening August 17. No objections were raised.

The next meeting, will take place on **August 17, 2017 at 10:00 AM** at the State Courts Building in Phoenix. The meeting adjourned at 11:10 a.m.