

PROJECT STATUS REPORT

Project: Tempe Municipal Court: Case Management System Development

Period Ended Date: 06/24/05 – 07/22/05

Project End Date: Fall 2006

Current Phase: Database Design/Complaint Entry (ATTC – paper)/Search and Inquiry/Party Maintenance

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What was accomplished during this period that was scheduled to be completed?

- Completed work on post-submit business logic associated with *FS 04-0001 Complaint Entry*. This is significant as these specifications drive processes associated with case submission (creation). The specifications also address areas within *FC 07: Docketing and Calendaring*. Also created forms service to aid in form generation/noticing (07/01/05).
- Built data migration error handling infrastructure (07/01/05).
- Developed a set of Party Inquiry screens to aid testers in performing data validation (07/05/05).
- Completed coding/GUI for *FC 06: Generalized Case/Party Search and Inquiry* (07/05/05).
- Conducted code walkthroughs of *FC 04: Complaint Entry* (06/22/05 and 07/08/05).
- Completed walk-through of Party Maintenance Business Requirements associated with *FC 05: Person Information Maintenance*, necessary for TMC approval (06/22/05 and 07/08/05). Business Requirements approved 07/08/05.
- Initial Case Conversion/Migration tool built and used to migrate over 20,000 cases into the development application (07/11/05).
- Completed additional database upgrades and regenerated affected code (07/12/05).
- All application errors/defects associated with *FC 04: Complaint Entry* and *FC 06: Generalized Case/Party Search and Inquiry* have been loaded into Test Director and prioritized for additional work by developers (07/12/05).

Note – This work will be on-going throughout the project duration, based on testing results.

- Wrote program, using *Mailers + 4*, to aid in data migration of address information (i.e. street address, city, state, zip code). This program will function on the Legacy application as a back-end process to correct data or “fill” missing data elements based upon U.S. postal conventions. This program will run periodically to clean-up existing data in preparation for migration to the development application (07/19/05).

Note – Initial testing and refinement is in process. This process should be implemented in the next few weeks, following User Acceptance Testing.

- The following Code Table screens required for post-submit functionality (*FS 04-0001 Complaint Entry*) have been completed and initial values have been loaded. The last Code Table screen was finished on 07/19/05:
 - ActivityTypes
 - Activities
 - ActivityCaseTypeLink
 - ApplicationSettings
 - CalendaringMethod1
 - City (added for GUI, not Post Submit)
 - ComplaintEntryProcess
 - CourtDivisionAssignment
 - HearingTypes
 - LegalEntities
- Completed workflow process-mapping for warrant issuance, which included the following paths:
 - Failure to Appear Warrant Issuance
 - Failure to Pay Warrant Issuance
 - Failure to Comply Warrant Issuance
 - Warrant Issuance for Long Form Complaints with no Address (Local Practice)
 - Warrant Recall
 - Recall of Warrants Issued in Error
 - Recall and Reissuance of Failure to Pay Warrants
 - Processing of Expired Warrants
 - Warrant Bond Forfeiture

Analysis began 07/07/05 with final review materials of process-mapping given to Subject Matter Experts on 07/21/05.

What was accomplished during this period that was NOT scheduled to be completed?

Not applicable.

What was scheduled to be completed but not completed?

Testing/modification continues for *FC 04: Complaint Entry* and *FC 06: Generalized Case/Party Search and Inquiry*.

What is now scheduled to be completed during the next reporting period?

- Party Maintenance specification and screen design will be completed during this period. Maintenance requirements will be further defined/expanded throughout the Project duration; however, this will not be an area of emphasis during the next 60-90 days.
- Analysis of workflow, including process-mapping of defaults, booting (vehicle immobilization), Orders to Show Cause, and No Later Than Dates pertaining to enforcement activities, by Subject Matter Experts (initial completion of first drafts expected 08/11/05). This work relates to *FC 09: Enforcement* and will be used to develop specifications/business rules.
- Review/comment of warrant workflow processes mentioned in first section of the report (feedback due July 28, 2005)

Project Issues/Risks:

The Project continues to be about 120 days behind the original plan. A revised Project Plan is being developed and will be shared with the CACC/Review Group in the next report. The revised Project Plan is necessary given changing strategies, and increased understanding of technologies, tools, and architecture being used in the development. Further, milestones will be associated with future monetary disbursements following approval of an additional \$250,000 in funding.

Additionally, certain efforts and resources are being redirected. In the coming months, these priorities will include: completion of errors/defects, identified in testing, associated with *FC 04: Complaint Entry* and *FC 06: Generalized Case/Party Search*; coding of Party Maintenance and testing of that program logic; cloning Complaint Entry (after addressing errors/defects) to then develop other manual complaint entry types like Prisoners in Custody, Animal, Photo Enforcement, and Parking; analysis of *FC 09: Enforcement* activities (i.e. Warrant, OSC, defaults, and results of non-compliance associated with NLT dates); and the commencement of work on financial capabilities beginning at the point where a receivable is created. Because of the complexity associated with financial management we must begin on this work now to ensure completion within an appropriate timeframe. We also will continue on data migration, forms translation into Spanish, and the mapping of data elements within forms to the database and creation of associated tables.

Finally, we intend to provide another demonstration of our progress to the entire court community in October 2005. Further details will be provided in the coming months.