

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, October 15, 2009
10:00 AM - 12:30 PM
CONFERENCE ROOM 106

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007



AUDIO PHONE NUMBER: (602) 452-3193

AUDIO ACCESS CODE: 1114

MEMBERS PRESENT

Kip Anderson*
Cathy Clarich
Timothy Dickerson*
Julie Dybas*
Joan Harphant
Mary Hawkins*
Donald Jacobson (*Jessica Cortes, proxy*)
Phillip Knox
Patrick McGrath
Rich McHattie
Doug Pilcher
Michael Pollard, *Chair*
Rick Rager
Lisa Royal*

MEMBERS ABSENT

Patricia Noland
Paul Thomas

GUESTS

David Stevens, *Maricopa Superior Court*
Steve Balance*, *Pima Superior Court*

AOC STAFF

Stewart Bruner, *ITD*
Stephanie Nolan, *ITD*
Jim Price, *ITD*
Renny Rapier, *ITD*
Jim Scorza, *ITD*

* indicates appeared by telephone

WELCOME AND INTRODUCTORY REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order promptly at 10:00 a.m. Staff member Stewart Bruner confirmed that a quorum existed and clarified the schedule for the next two meetings. The Tempe CMS production system demonstration has been moved to December 17, so the November meeting will remain as originally scheduled. The chair asked for a motion regarding the minutes of the previous meeting.

MOTION: A motion was made and seconded to accept the minutes of the September 17, 2009, meeting. The motion passed unanimously.

MARICOPA CLERK'S FINANCIAL SYSTEM / UPDATE

Rich McHattie reported that the “warranty period” for the cash receipting replacement portion of the Clerk’s Office Integrated Financial Information System (iFIS) project has come to a close with no significant issues. All tasks on the dashboard now show 100% complete. Members asked about the eventual integration effort with the RFR system being developed by David Stevens’ group. Rich stated that no details can be determined until the conceptual design completes but that no issues are currently apparent. He conceded that data conversion will pose a big challenge, as is typical for projects of this magnitude.

MOTION: A motion was made and seconded to accept the final status report and exempt the project from further reporting. The motion passed unanimously (Phil Knox and Rich McHattie abstaining).

David Stevens, project manager for the RFR replacement portion of the iFIS project, updated members on the progress being made with conceptual design and analysis of data conversion tasks. Collaboration continues to go well, as witnessed by the project journal provided to members. His next major step is to recast the project plan in light of the conceptual work completed. The chair questioned two tasks showing November delivery dates. David agreed to clean up those typos in the recast project plan.

MOTION: A motion was made and seconded to accept the status report as delivered. The motion passed unanimously (Phil Knox and Rich McHattie abstaining).

In a roll call vote, members characterized the project’s overall health as “green.”

LIMITED JURISDICTION CMS UPDATE

Jim Scorza, standing in for Adele May, project manager for the limited jurisdiction (LJ) case management system (CMS) effort, brought members up to date with the vendor development of the product; version 3.3 has had its midpoint walkthrough and is expected to be delivered by October 31. Focus turned to progress on the large volume court enhancement project and the relationship between the 3.4 version and the anticipated enhancements required for Phoenix, Scottsdale, Tucson, and Mesa.

Jim stated that the vendor has now completed site visits at the four courts as input to the requirements gathering task for the enhanced version. Joan Harphant commented on the recent

visit made to Tucson and thanked Phoenix for their significant investment of people and funds for the benefit of the other courts. She stated that 90 percent of Tucson's bolt-ons to AZTEC would be replaced by the enhanced version and that her court is planning to be ready to implement in 18 months.

Jim mentioned an ideal timeline of completing all the enhancements soon enough to implement them in the initial court(s), precluding the need to "circle back" and update the code in the pilot courts at some later point – a painful experience. Unfortunately, the project scope and resulting development timeline cannot be understood fully until the supplemental gap analysis completes in March 2010. The chair attempted to pin Jim down to an anticipated date for deployment in the initial court. Jim's best guess was that AmCad's enhanced development would complete mid-Fall 2010.

MOTION: A motion was made and seconded to accept the LJ CMS development status report as delivered. The motion passed unanimously (Pat McGrath abstaining).

In a roll call vote, members present characterized the project's overall health as "green."

GENERAL JURISDICTION COURTS CMS UPDATE – AJACS

Renny Rapier, AOC's General Jurisdiction (GJ) CMS Project Manager, celebrated the success of the very difficult Yavapai conversion and recounted the four dry runs used to reduce data exceptions from over 10 million to just under 1000. Multiple script changes were also required. Only 18 issues were recorded from the cutover weekend. Renny briefly shared timelines for the upcoming implementations in Apache, Navajo, and Coconino Superior Courts. He praised Lillith Avalon for her hard work preparing the Apache clerk's data residing outside of AZTEC for conversion to AJACS. AOC will be taking the lead from the vendor on those conversions, though AmCad remains responsible for the scripts through the end of the contract and for training until the final three court implementations. The planned end date remains May 7, 2010.

Members asked Renny about the current situation with courts' converted financials. He stated that all courts beyond the pilots are balancing to the penny both daily and monthly without issues. The pilots' continuing issues stem from the original philosophy regarding conversion of all detailed case financials rather than transferring only current balances and allowing access to AZTEC for an indefinite period of time while making a financial repository available for reports to be written against. Rick Rager confirmed that Tempe's conversion of financials mirrored AOC's current approach, not the pilot approach.

CODE STANDARDIZATION UPDATE

Pat McGrath, substituting for Keith Kaplan, AOC's Data Standards Manager, characterized recent efforts as largely continuing the items discussed by Keith in recent updates. On the general jurisdiction side, he highlighted support for the Yavapai AJACS conversion and the upcoming October 21 meeting of the standardization committee. On the limited jurisdiction side, Pat described Keith's continuing efforts to reformat and define the Greacen report codes along with other needed codes into a structure to load into the LJ CMS. In response to a member's question, Pat stated that he hoped the activity would wrap up by the end of the year.

Members expressed concern that the LJ code standardization effort was slipping behind the CMS development curve and that the necessary codes might not be loaded into the CMS in time for user testing to take place. Pat reiterated that the codes were adopted by COT in 2006, only their compatibility with and method of loading into AmCad's tables is really in question at the moment. Following some discussion, members wanted their concerns about the relative speed of the effort expressed to Adele May, who was not present at the meeting.

MOTION: A motion was made and seconded to add a milestone to the LJ CMS development status report to track the progress of code table population. The motion passed unanimously (Pat McGrath abstaining).

STAFF UPDATE

Staff member Stewart Bruner outlined several items for members including:

- Recent changes to the IT planning process for rural counties announced by Dave Byers cancelling the meetings described in last month's staff update,
- The likely agenda for the November 6 COT meeting,
- A proposed definition for the XML format allowed by ACJA 1-506(D)(2)(b) of OpenDocs,
- Other code sections relating to Rule 123 and Rule 1.6 that will be considered at COT, and
- The impending circulation of a written communication regarding necessary changes to OnBase systems. Members asked Stewart to carbon copy the TAC and extended distribution lists on the communication to ensure the widest coverage possible, due to its importance.

STATEWIDE E-FILING UPDATE

Jim Price, e-Filing Project Manager at the AOC, informed members of the upcoming application integration testing with the Clerk of the Superior Court in Maricopa County, scheduled to begin October 22. Following testing, work will focus on the strategy of transitioning the front end to the new statewide approach, including data type mapping to promote the exchange of information between systems and ensure the CMS gets the metadata it needs from the e-filing manager application. Jim also updated members on the planned expansion of AZTURBOCOURT Pay & Print forms into the eviction actions arena in November and work getting underway with Pima in support of accepting initial filings. In answer to a question about why the "pay and print" approach is still the focus for Maricopa Justice Courts, Jim explained that the court has not yet selected an EDMS to be able to construct integration with iCIS, a requirement for storing electronic forms submitted through TurboCourt.

OLD AND NEW BUSINESS

Various members provided brief updates on the following topics:

- In preparation for an upcoming presentation at the Governor's Office of Highway Safety conference, Joan Harphant offered an update on Tucson's progress with equipping patrol cars with electronic ticket devices and plans to add signature capture devices. She mentioned that the original contract with APS has reached the end of its final extension and is being converted by the city to a sole source arrangement. This recent change affects other municipalities who were planning to make new purchases off the contract.

- Other members shared their municipalities' experience with handheld adoption. Cathy Clarich added that Glendale is considering the Brazos e-citation solution. Any municipality operating a competitive process to obtain a vendor was urged to add a clause to the resulting contract enabling other political subdivisions to purchase from it.
- Rick Rager briefly described Tempe's next step with FARE to move beyond the backlog only approach, somewhat akin to what Tucson currently does.
- Judge Pollard reminded members of Karl Heckart's November 19 statewide broadcast about the impact of coming technology on the courts. Since the broadcast doesn't begin until 2 PM, it will not conflict with the CACC meeting held that morning.

The next meeting will take place in **Room 230** of the **State Courts Building** on **November 19, 2009**. New 2010 dates will be shared at that meeting. The December meeting will take place immediately preceding the Tempe CMS demonstration at the court building. Details will follow.

After the chair confirmed that no other business existed, the meeting adjourned at 11:25 a.m.