

**COMMISSION ON TECHNOLOGY  
MEETING MINUTES**

**January 4, 2008**  
9:00 a.m. – 11:30 p.m.

**Arizona Supreme Court**

Conference Room 345 A/B  
Administrative Office of the Courts  
1501 W. Washington  
Phoenix, AZ 85007

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**MEMBERS PRESENT**

Louraine Arkfeld\*  
Kent Batty\*  
Michael Baumstark  
Rebecca Berch, *Chair*  
Robert Brutinel\*  
Christopher Cummiskey (*Max Ivey,\* proxy*)  
Peter Eckerstrom  
John Gemmill  
Michael Jeanes  
Roger Klingler  
Gary Krcmarik  
Catherine O'Grady  
Marcus Reinkensmeyer  
John Rezzo  
Roxanne Song Ong

**GUESTS**

Janet Cornell, *Scottsdale Muni*  
Cathy Clarich, *CACC*  
Jason Epel, *TAC*  
Jennifer Gilbertson, *Phoenix Muni*  
Donald Jacobson,\* *CACC*  
Deb Jackson, *OET*  
Doug Kooi, *PCCJC*  
Rona Newton, *PACC*  
Gregg Obuch,\* *CACC, TAC*  
Michael Pollard, *CACC*  
Rick Rager, *TAC*  
Jim Scorza, *CACC*  
David Stevens, *CACC/TAC/PACC*  
Mark Stodola, *Tempe Muni*  
Ken Troxel,\* *Maricopa Superior Court*

**MEMBERS ABSENT**

Martin Krizay  
Beth Lewallen  
Sheri Newman

**AOC STAFF**

Stewart Bruner, *ITD*  
Michael Donnelly, *ITD*  
William Earl, *ITD*  
Christa Hartley, *ITD*  
Karl Heckart, *ITD/TAC*  
Adele May, *ITD*  
Patrick McGrath, *CSD*  
Stephanie Nolan, *ITD*  
Pamela Peet, *ITD*  
Renny Rapiet, *ITD*  
Jimmie Siow, *ITD*  
Carla Tack, *CSD*

\* indicates appearance by telephone

## **WELCOME AND OPENING REMARKS**

Vice Chief Justice Rebecca Berch, Chair, called the Commission on Technology (COT) meeting to order promptly at 9:00 a.m. She welcomed members and the public present, as well as those on the conference call. She informed members that this meeting served as a trial run of web conferencing software to determine its suitability for use in future COT and subcommittee meetings. Having confirmed that a quorum existed, she asked members in the room and on the phone to introduce themselves. She reminded members of the teleconference ground rules and reminded those on the phone to follow along using the posted meeting materials packet if not participating via web conferencing.

In her introductory remarks, Justice Berch called members' attention to two items:

- Following the chair's comments about a perceived disconnect between what gets reported at COT and what is heard outside of meetings, the Court Automation Coordinating Committee (CACC) chair has better defined and added more discipline to the project reporting process. Materials related to the process, status colors, and risk areas were included in members' packets, as was a health assessment metric. Justice Berch thanked Judge Pollard and CACC members for their prompt attention to the concerns she raised at the November COT meeting.
- A quarterly technology newsletter is about to be issued to inform court users of the status of major court technology projects. The goal is to promote regular communication and provide a source of factual information. These objectives are vital in the face of the amount and magnitude of change headed the courts' way in the next few years. She displayed a printed draft of the newsletter for members to examine.

Justice Berch then previewed topics of the meeting before turning members' attention to the minutes from the November 2, 2007, meeting.

**MOTION: A motion was made and seconded to approve the minutes of the November 2, 2007, Commission on Technology meeting. The motion passed unanimously. TECH 08-01**

## **BUSINESS INPUT TO INFORMATION TECHNOLOGY STRATEGIC PLANS**

Stewart Bruner, Manager of Information Technology Strategic Planning at the Administrative Office of the Courts (AOC), reviewed the two portions of the annual IT strategic plan preparation process and oriented members to the portion of the process his report covers. He summarized ten trends and issues he collected from court leaders, then compared these 2007 trends to 2006 trends.

His general assessment was that the COT's decision to return last year's completed plans for updates resulted in general directions from last year being given more specific detail this year. He did not see any unexpected business issues added, though he did not see two new issues he had expected to see: local AZTEC data conversion efforts and budget-crisis-related language. The timing of the plan input period could explain the absence of the latter.

Stewart then reviewed the next steps in the process, most notably the return of technical inputs, including project and environment details, by March 14, before briefly describing the progress of the technology risk assessment effort discussed in the previous two meetings.

### **PCCJC STABILIZATION PROJECT UPDATE**

Judge Michael Pollard, Chair of CACC, briefly discussed CACC's revitalized project monitoring efforts mentioned by Justice Berch in her opening comments. He summarized the events that led to the Pima County Consolidated Justice Courts stabilization project appearing on the COT agenda, then introduced Doug Kooi and Adele May to provide details of the current situation and answer members' questions.

Adele reported what she learned during a December 17th visit to the court. She summarized the issues as stemming from the age of hardware, software, and communications technology. The result is lack of vendor support, unreliability, and extremely slow communication with the system. Newer applications have been linked to the aged server, causing a ripple effect when it functions improperly. She recommended purchase of a newer VAX server at an estimated cost of \$3600.00; completing hardware and software documentation, data diagrams, and workflows; investing in professional services to assist with immediate program modifications; adopting more rigorous change controls; and preparing the environment to accommodate pilot installation of the selected statewide limited jurisdiction case management system (CMS).

Members questioned whether it made sense for a court experiencing so many issues to serve as a pilot CMS site. Doug Kooi added that a year would be a long time to wait for a stable CMS and shared his fear that work underway now will be thrown out when the new CMS arrives. A concern was also mentioned that the process of installing a new system could break the old one. Doug and Adele stated that total failure shouldn't be likely as the two systems would operate simultaneously prior to the cutover.

Being an information-only agenda item, no motion was made regarding the direction or timing recommended. Work will progress on shoring up the current system, reducing overall risk, and reporting to CACC in increased detail.

### **GJ CMS PROGRESS REPORT**

Renny Rapiet, GJ CMS Project Manager, brought members up-to-date with the fast moving efforts related to the general jurisdiction CMS project (now referred to as AZiCMS) since the last COT meeting. He reported that upcoming items in the schedule are being adjusted slightly as more details about the data conversion efforts and logical/physical database design come to light. He discussed the issues discovered with moving financial data from AZTEC into the new CMS that led the vendor to request that pilot implementations be pushed back to June 2 for Yuma and June 16 for La Paz. The overall project completion date remains December 31, 2009, a date Renny expressed continued confidence in. Construction of the data center to support the project also continues on schedule.

The chair praised all the volunteers from courts around the state who have collectively logged more than 25,000 hours on the CMS selection, gap analysis, and planning efforts thus far.

Renny then reported that investigation indicates that the document control facility contained in the new CMS appears not to be sufficiently robust to replace the functionality of OnBase for superior court clerks. In addition, moving the function to the CMS would be a step backwards, disconnecting the court from justice integration efforts in several counties. He also reported that the Clerks' Association has formally agreed to pursue electronic minute entry functionality in the AmCad system rather than taking the EDMS-based approach outlined in their application for State JCEF. The clerks have requested that funds earmarked for the project continue to be reserved until the pilot court implementations are complete, in the event further CMS development proves necessary.

### **PC REFRESH/VISTA UPDATE**

Michael Donnelly brought members up to date with activities since the last meeting and unveiled firm deployment dates for Yuma, La Paz, and Mohave counties in support of the CMS implementation schedule. He also displayed estimated dates for the remainder of the counties through July 2008. Deployment at the AOC is scheduled to run concurrently with rollout to the counties.

A concern was raised regarding disruption to business in the local courts since deployments are scheduled during business hours. Michael explained the advantages of an "on-hours" deployment and assured members that he has been working with local court leaders to minimize the impact of the rollout on court business.

### **CALL TO THE PUBLIC**

After verifying that no further business existed from members, Justice Berch made a call to the public. No members of the public responded.

**The next COT meeting is scheduled for March 7, 2008**, in Conference Room 345 A/B of the Arizona State Courts Building. The likelihood is high that the annual meeting will take place June 5 and 6 because of the challenges involved in developing next year's state budget. Justice Berch asked members to please reserve those dates on their calendars.

The meeting adjourned at 10:25 a.m.