

**EDMS WORKGROUP  
DISCUSSION BRIEF  
CONFERENCE CALL  
October 2, 2002**

In Attendance:

**Members**

Boyd Johnson  
Robert Brutinel  
Sheri Newman  
Rick Rager  
Daniel Edwards  
Annie Escobedo (for Margaret Toot)

**Others**

Maureen Haggerty  
Pam Pucetas

- After a brief introduction, the kick-off meeting of the EDMS subcommittee began. Maureen provided background for the group, noting systemic thinking (the COT's first strategic priority) should guide Workgroup's decision-making and that electronic document management systems (EDMS) in the courts is the COT's third highest priority. Background information was shared regarding COT's impetus to establish this EDMS workgroup.
- Updates were given for recent EDMS projects and activity. Maureen discussed the pilot at Maricopa Superior that utilizes the WAVE Imaging (Maricopa Superior's vendor integration) solution (Kofax Ascent and Hyland software) and the recent purchase of the WAVE solution for Pinal County Superior Court.
- Sheri Newman briefed the group on a June 2002 Clerk of Courts' EDMS vendor evaluation meeting. They viewed three vendor's EDMS solutions. Features were similar and all would likely function in the court environment; however, analyzing the issues of support and the need for limiting the AZTEC CMS integration programming and maintenance, the Clerks agreed on the WAVE solution.
- A question was raised by Boyd Johnson on what other decisions needed to be made regarding EDMS, since it appears to be a "fait accompli" that WAVE will be the courts' standard EDMS product. Although the *product* has been made a standard, the approach to how this EDMS product will be implemented in the courts still needs to be decided. Whether the system will be deployed and maintained at the court, county, regional, state or some other level must be determined. Judge Johnson noted that the centralized approach was not a favorable option among the clerks, as remarked by his wife, Kim Johnson, who is with the Office of the Clerk of Court in Pinal County.

- Over the next three weeks, these options will be investigated by the EDMS Workgroup, the risks and benefits analyzed and the implementation recommendation made to present at the COT November 1st meeting.
- The EDMS Subcommittee's Mission was e-mailed to the group, welcoming any recrafting of the statement for presentation to COT.
- The following action items were assigned to AOC before the next meeting:
  - Create a website to house meeting agenda, meeting minutes, and reading materials on October 3<sup>rd</sup>.
  - Post scanned copies of the background materials and suggested reading for the workgroup to the website, including Wave's presentation to the AOC and WAVE's proposal to Gila County Superior Court.
  - Accept revisions to the mission statement and rewrite as needed for discussion at the next meeting.
  - Create an agenda for the next meeting.
- Meetings will be held every Wednesday at 8:30 A.M., between now and the November 1<sup>st</sup> COT meeting. The call-in number that will be used for each meeting will be 602-542-9012. The group may schedule a face-to-face meeting if necessary.

END