Information Technology Advisory Committee (ITAC)

Public Business Meeting
December 2, 2016 In Person

Hon. Sheila F. Hanson
Chair, Information Technology Advisory Committee

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Administrative Matters

I. Open Meeting

- Call to Order, Roll Call

- Approve October 14 Minutes

DRAFT Minutes are in the materials e-binder.

II. Public Comment

Item 1. Chair Report

Hon. Sheila F. Hanson

Chair, Information Technology Advisory Committee

Advance to the next slide for this report.

Chair Opening Remarks

- Welcome

- Purpose of Today

  - Limited reports

  - Year-end wrap-up

  - 2017 annual agenda planning

- Appointment Updates

Item 2. CIO Introduction

Mr. Rob Oyung

CIO/Director, Information Technology
   Judicial Council

There are no additional slides for this report.

Item 3. ITAC Organization Discussion

Hon. Sheila F. Hanson

Chair, Information Technology Advisory Committee

Advance to the next slide for this report.

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Hon. Sheila F. Hanson
Chair, ITAC

Mr. Rob Oyung
CIO, Judicial Council

Advance to the next slide for this report.

ITAC Organization Discussion

- Alignment of ITAC Planning Processes

- Discussion of Projects Subcommittee

- CIO Vacancy on ITAC

Item 2. CMS Data Exchange (DX) Workstream

Mr. David Yamasaki
Executive Sponsor

Hon. Robert Freedman
Workstream Governance Lead

Refer to the e-binder for the status report; and Workstream Final Report & Governance Plan document. Advance to the next slide for the presentation.

Data Exchange (DX) Workstream Status Report

David H.Yamasaki, Executive Sponsor

December 2, 2016

DX Workstream Leadership Team

- **Governance Lead:** Judge Robert Freedman, Superior Court of California, Alameda County;

- **Executive Sponsor**: David Yamasaki, CEO, Superior Court of California, Orange County;

- **Project Manager**: Alan Crouse, Deputy CEO, Superior Court of California, San Bernardino County;

- **Judicial Council Staff:**
  - Robert Oyung, CIO, Information Technology
  - Nicole Rosa, Information Technology

DX Workstream Trial Court Members

- **Adam Creiglow,** Marin
- **Alan Crouse,** San Bernardino
- **Brett Howard,** Orange
- **Snorri Ortega,** Los Angeles
- **Robert Oyung,** Judicial Council
- **Chris Stewart,** Sacramento

Liaisons to Justice Partners

Additional Members

- Paras Gupta, Monterey
- Hon. Sheila Hanson, Orange
- Greg Harding, Placer
- Hon. Gary Nadler, Sonoma

- Hon. Gary Nadler, Sonoma
- Heather Pettit, Contra Costa
- Jeanette Vannoy, Napa
- Deon Whitfield, Tulare

DX Workstream Justice Partners

1. CA Department of Justice (DOJ)
2. CA Highway Patrol (CHP)
3. Department of Child Support Services (DCSS)
4. CA Department of Corrections and Rehabilitation (CDCR)
5. CA Department of Motor Vehicles (DMV)
6. CA Department of Social Services (CDSS)

Partners with Established Standardized Exchanges

▸ CA District Attorney Association
▸ CA Police Chief Association
▸ Office of System Integration
▸ Probation Information Technology Association

DX Workstream Vendor Partners

Vendor Partners

- Journal Technologies
- Justice Systems
- Thompson Reuters
- Tyler Technologies

# DX Workstream Effort Overview

- Activities Completed
- Program Report
  - Deliverables
  - Near Term Focus
  - Long Term Focus
  - Justice Partner Reporting Details
- Partnering Next Steps

Activities Completed

▸ Convened on numerous, separate occasions to review partners' scope of project and key objectives; facilitate exchange information, and review current state;

▸ Designated court CIOs to host between designated Justice Partners with each partnering Vendor;

▸ Added an additional Justice Partner (DSS) to the set of participants;
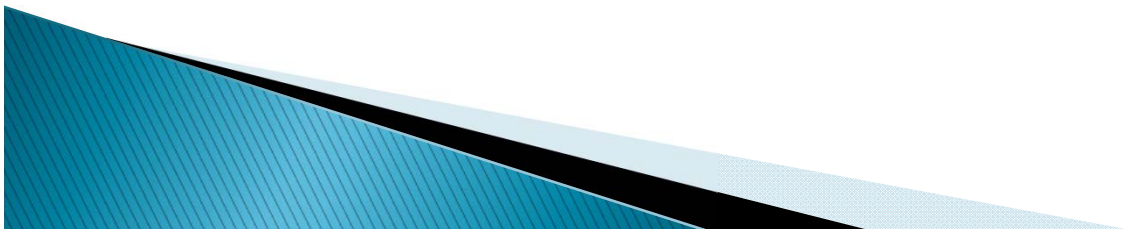
Activities Completed (cont'd)

- Primary data exchange and interface requirements and needs identified and tested among Justice Partners;

- Identified completion for technical solutions;

- Created central repository for system wide information sharing;

- Created a Governance Committee Plan for managing the use, ongoing support, addition, and modification of data exchanges and Justice Partner relationships.

Deliverables

- Established 5 workstream principles:
  - Limit the types of exchange approaches;
  - Use of standards-based solutions;
  - Establish prospective solutions;
  - Leverage and reuse solutions where possible;
  - Safeguard integrity and privacy of data.

Near Term Focus

- Single standards between each justice partner and the judicial branch;

- Collect required documents to support partner exchange;

- Establish a brokerage for modifications to the standard exchanges;

- Finalize the "goal state" for the long-term data exchange standards.

Long Term Focus

- Identify technical standards for subsequent data exchange developments;

- Implement a formal Governance Committee Plan;

- Maintain a repository of required materials to develop standardized exchanges;

- Promote technical standards as the default standards for local data exchanges.

Near & Long Term Focus Benefits

- Provides a foundation for future mandates and improvements;

- Supports statewide comprehensive and time sensitive communication strategies and mechanisms to all partners;

- Maintains the long term consistency and oversight of data exchanges;

- Increases accuracy and currency of the information shared.

Justice Partner Reporting Details

- **CA DOJ** (New solution for Automated Tape Disposition Reporting (ADTR))

- **CHP** (E-Citations, technical specifications implemented)

- **DCSS** (Exchange solution with 8 courts, planned roll out over following 2 years)
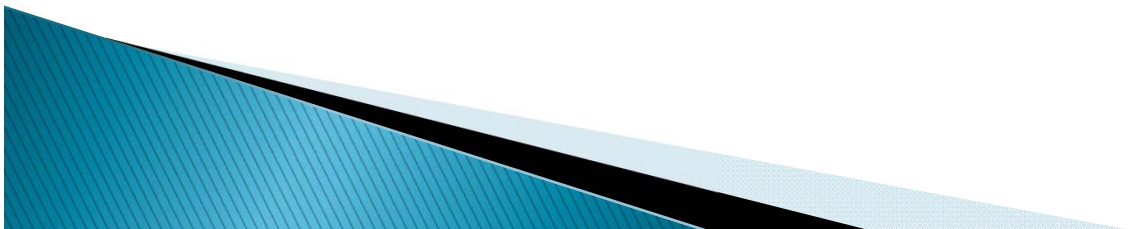
Justice Partner Reporting Details (cont'd)

- **CDCR** (Developing specifications for NIEM compliant data warehouse, seeking partnership with judicial branch for short term exchanges)

- **DMV** (Near term use of State's data center, Traffic School Completion exchange is used by courts and private sector)

- **CDSS** (Work completed to develop RFPs for a system which includes court data exchanges)

Partnering Next Steps

- Implement the Governance Committee Plan;

- Promote the single data exchange standard established between each partner and the Judicial Branch;

- Provide continued support of lead court for all partners;

- Continue collections of required documentation to support exchange development;

- Track current implementation status of each exchange by each vendor.

Action Requested

The workstream recommends that:

1. ITAC accept the workstream's final report and conclude the Data Exchange Workstream upon implementation of a governance plan; and

2. ITAC recommends that the Judicial Council IT develop a plan on how to resource and meet the objectives of the Governance Plan, and to report back at a future meeting.

Item 5. Tactical Plan Update Workstream

Hon. Terence L. Bruiniers
Executive Sponsor

Ms. Kathleen Fink
Workstream Project Manager

Refer to the e-binder for the status report, updated Tactical Plan 2017-2018, and comment matrix. There are no additional slides for this report.

Item 6. Annual Agenda Planning Session: Part I

Hon. Sheila F. Hanson
Chair, ITAC

Ms. Jamel Jones
Information Technology

Advance to next slide for this report.

Introduction

- All ITAC work must be on its Annual Agenda and align to the Tactical Plan.

- 17 initiatives for review (3 new, 14 carryover)

Format of Discussion

- Introduce and scan each proposal

- Open floor to questions and refinement

- Order:
  - Rules & Policy Subcommittee
  - Joint Appellate Technology Subcommittee
  - <break>
  - Workstreams

- Approximately 10 minutes for each

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Purpose of Discussion

- Clarify proposals

  - Focus: Defining the problem to solve

  - Understand enough to decide for agendizing

- Decide which to defer/remove

- Prioritize

- Approve content to be prepared in a finalized agenda

Facilitated Discussion
(Refer to proposals in materials.)

BREAK

Continue Facilitated Discussion
(Refer to proposals in materials.)

Item 7. Judicial Council Technology Committee (JCTC) Update

Mr. Jake Chatters

Vice-Chair, JCTC

There are no additional slides for this report.

Item 8. Annual Agenda Planning Session: Part II

- Deferral decisions

- Prioritization

- General approval of content

RPS Project Prioritization

1. Standards, Rules and/or Legislation for E-Signatures

2. Rules for Remote Access to Records for Justice Partners

3. Privacy Policy

4. Standards for Electronic Court Records as Data

5. Rules for E-Filing

6. Modernize Rules of Court for the Trial Courts

JATS Project Prioritization

1. Modernize Rules of Court for the Appellate Courts

2. Consult on Appellate Court Technological Issues

Workstream Project Prioritization

1. E-Filing Strategy
2. Next Generation Hosting Strategy
3. Video Remote Interpreting (VRI) Pilot
4. SRL E-Services
5. Disaster Recovery (DR) Framework
6. Tactical Plan for Technology
7. Forms Technology Modernization (Rename?)
8. Next Generation Infrastructure & Support
9. CMS Data Exchanges Ph II

Committee Approval

- Vote to approve contents of agenda based on discussion.

Next Steps

- Staff to convert proposals into Annual Agenda format.

- Circulate DRAFT to members and impacted advisory committees.

- Submit to the JCTC for approval in January.

Item 9. New Business and Closing Remarks

Hon. Sheila F. Hanson

Chair, Information Technology Advisory Committee

There are no additional slides for this report.

Adjourn