



Local Integration Assessment Methodology “Light”

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Judicial Council of California
Administrative Office of the Courts
Information Services Division
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San Francisco, CA 94102-3688

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Communications Team

This document represents a subset of the information found in the “Local Integration Assessment Methodology Version 2.0 – March 15, 2007” and has been prepared by Dale Good and Spring Snuffin, Information Services Division, Administrative Office of the Courts.

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Revision History

Change #	Date	Description of Changes
1.0	September 2008	First release.
2.0	June 2010	Minor non-technical updates.

Introduction

This document provides court management and justice partner agency, operations, and technical personnel, in partnership with the Administrative Office of the Courts (AOC) Information Services Division (ISD), Data Integration Program, with a methodology for documenting, assessing, and developing an ongoing automated local integration strategy as courts transition from their current case management system (CMS) environment to California’s new Court Case Management System (CCMS).

The AOC has developed data exchange standards (DES) encompassing specific inbound, outbound or both inbound and outbound exchanges. The DES are encapsulated in National Information Exchange Model (NIEM) Information Exchange Package Documents (IEPDs).

The objective of this document is to provide a structured process that will enable the court, its local justice partners, and any other judicial branch stakeholders to:

- Establish a systematic approach for organizing the assessment of current integrations between justice partners and the court.
- Document the current integration environment between the court and its justice partners.
- Determine a strategy and approach for identifying the future integration capabilities to be utilized as part of the court’s transition to the new CCMS.
- Document a general plan of action for proceeding.
- Develop a resource estimate (funds to pay outside records management systems (RMS), probation systems, or jail and inmate management systems (JMS/IMS) vendors or staff resources from county central IT departments) to make the changes to the new DES standards.
- Request an estimate from the vendor community or county IT for work required to implement the integration strategies defined by the court and the AOC.

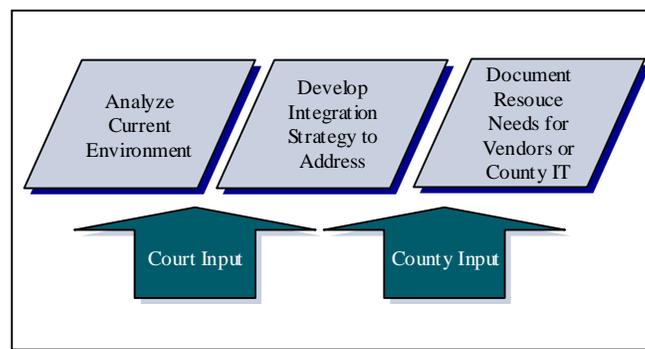
Achieving these objectives will position the court and its justice partners to maintain integration capabilities needed in an overall CMS transition. **It is important to note that while the methodology provides a structured framework for assessing the court’s local integration environment, it is not intended to be a “cookbook,” where each task must be strictly executed in the order described.**

Because the steps and actions taken to complete the assessment will vary, the approach taken must be adapted to the needs of each court, its environment, and its circumstances.

Methodology Framework

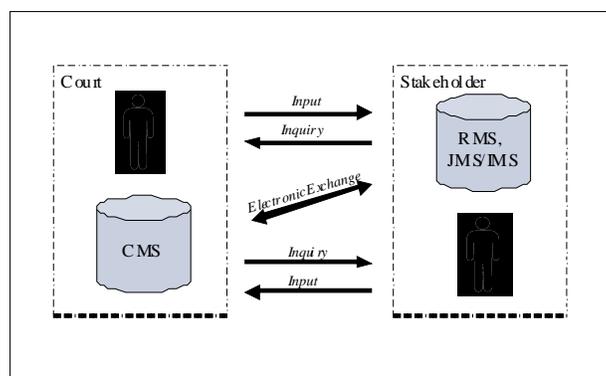
This section outlines a general set of principles that frame and guide the assessment of the current local integration environment; it provides an overview of the assessment and planning process. **Note that this “Light” version of Local Integration Assessment Methodology (LIAM) is intended to support only the replacement of current automated interfaces and exchanges. The full LIAM supports assessment of opportunities for new interfaces.** Objectives of the LIAM “Light” methodology are to:

- Take court and county input into the analysis of the current environment.
- Create an integration strategy.
- Scope and document integration needs for estimating resource requirements to replace existing integrations with the new DES approach.



Definition of Integration

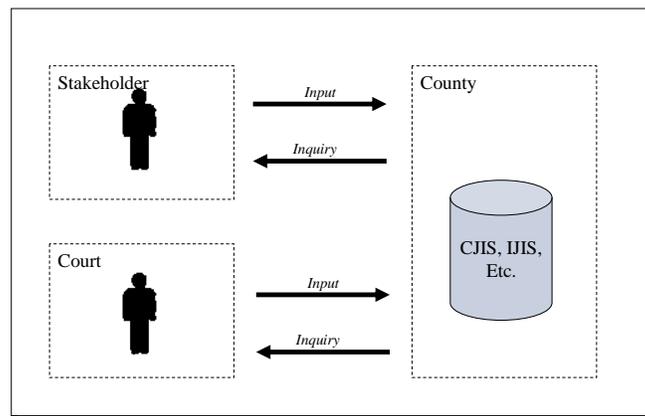
For the purposes of assessing the local integration environment, integration is broadly defined to include all types of electronic information sharing between the court and its information stakeholders. Often exchanges appear in different ways within a local jurisdiction. The following diagram depicts some of the most common information exchange mechanisms.



As the previous diagram indicates, the following integration mechanisms are commonly used today in sharing information between the court and its justice partners:

- Interfaces and extracts (batch and interactive) that electronically move data between the court and a justice partner system.
- Inquiry access by the court to partner application systems.
- Inquiry access privileges for justice partners to the current court CMS.
- Direct data entry by court staff into partner systems and by partner staff into the current court CMS.
- Electronic interfaces between other court applications and the current court CMS.

It is also common for county environments to leverage a centralized, shared data repository for all operational information systems. This common means of data exchange is depicted in the following diagram.



When a shared information system is used, both the court and its justice partners access the same information system. As such, the following additional integration mechanisms exist:

- Common/shared databases into which multiple agencies enter information where there are logical exchanges of information and data is reused by different agencies.
- Reports run against the current court CMS that are specialized for a specific partner or group of partners.
- Electronic extracts of court data provided to a shared data repository outside the courts’ and partners’ primary applications.

To provide a comprehensive view of the current environment all integration mechanisms should be documented and evaluated using the LIAM “Light.”

Underlying Premises and Assumptions

As the court and its partners assess the local electronic integration environment, there are several basic premises, principles, and assumptions that transcend the methodology components and help guide the overall effort.

Applying these premises, and taking these assumptions as cornerstones of the assessment process will help ensure that all parties are prepared for and aware of the changes that will take place. It also ensures that there is an understood scope for providing ongoing electronic integration and that the court and its partners are leveraging prior work and appropriate standards to support the necessary decision-making process.

Underlying premises

Following is a list of the LIAM’s basic premises:

- Focus on existing integration capabilities for which judicial branch DES are in place.
- Begin as early as possible.
- Leverage the DES (NIEM-conformant exchange specifications).
- Leverage the Integration Services Backbone (ISB).
- Fully engage court executive management and operations to provide leadership for the assessment effort.
- Communicate frequently with the county and justice partners.

Assumptions

In addition to the principles, the LIAM makes some assumptions, including:

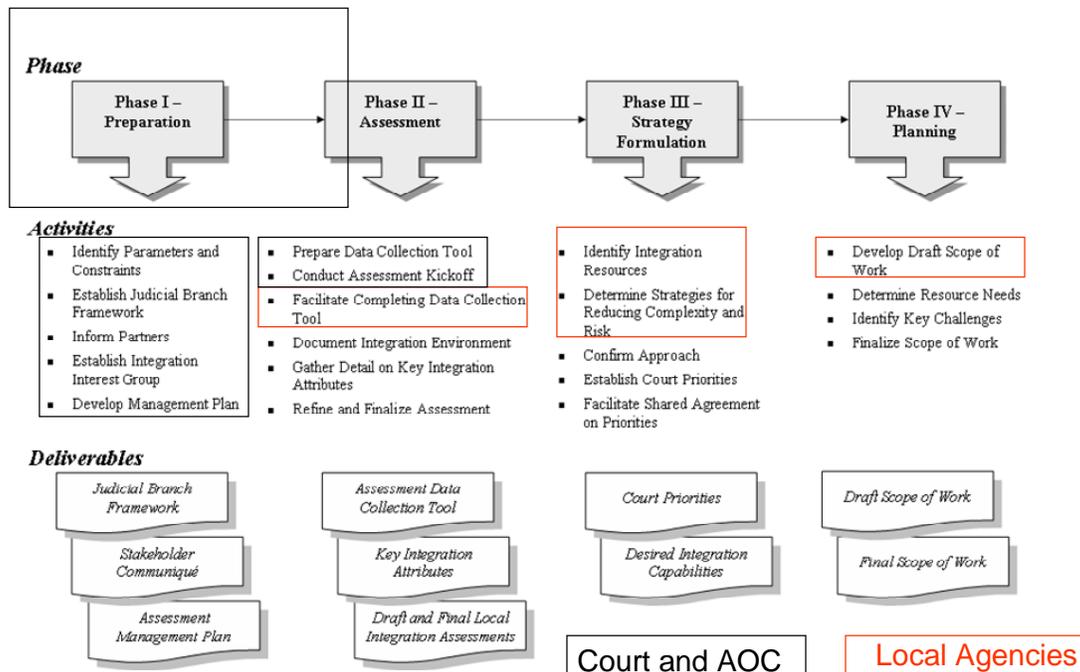
- The primary purpose of the assessment process is to define court needs, and the role and involvement of partners in the process is ultimately a judicial branch decision with the local court leading and with concurrence by the AOC. However, the impact on partners and the nature of the relationship with partners and IT providers must be considered and a strategy for their inclusion and participation must be developed early in the process.
- The results of applying the assessment methodology will support implementation planning and decision making in such a way to support the overall CMS implementation. It is important to remember that the goal of applying the assessment methodology is to support overall CMS implementation planning (of which integration is a key component).

Methodology Overview

The LIAM provides a structured approach for assessing the current integration environment and making well-informed decisions that will drive the characteristics of the future environment. The following diagram presents a conceptual view of the methodology, outlining key activities in each phase and the associated documents that capture the findings and agreements for each area of activity:¹

¹ While work on the activities outlined in each phase calls for distinct deliverables, some activities could, depending on timing and need, be combined into fewer deliverables.

LIAM Phases



The methodology includes four phases which are outlined below and discussed elsewhere in this document.

- **Phase I: Preparation**—Project initiation, organization, and management activities for the assessment process resulting in a document used for managing the project and its associated timeline. This project-related information is integrated with the CCMS project deployment schedules managed by the AOC deployment managers.
- **Phase II: Assessment**—Results in a local integration assessment that documents the current integration environment within the court. In addition, this phase aims to collect factual information surrounding each interface and compile it in a *Key Integration Attributes* document, which will be used in the next phases for prioritization.
- **Phase III: Strategy Formulation**—Establishes the court’s overall strategy in addressing interfaces identified in Phase II. In addition, the court’s high-level priorities surrounding each interface are established and documented.
- **Phase IV: Planning**—Specific decisions for addressing the interfaces are defined, and in the full LIAM, further details surrounding the information exchanges are documented at a more granular level, including the actual data that is exchanged in each event.

In the LIAM “Light,” only enough detail is specified to achieve a high-level scope for the overall effort. This phase should result in a high-level scope of work document to be

delivered to the court and its justice partners so that a level of effort and resulting agency/county budget needs can be estimated.

Completion of these four phases will help the court, local justice partners, county IT, and the AOC to consider and incorporate integration needs and priorities into the overall implementation plan. With the completion of the full LIAM, the ultimate result is a detailed scope of work for the county, vendor, or integrator to provide a detailed plan and cost estimate.

Phase I: Preparation

This initial phase of the methodology is intended to establish an organized structure and framework for proceeding through the overall assessment process.

Objectives

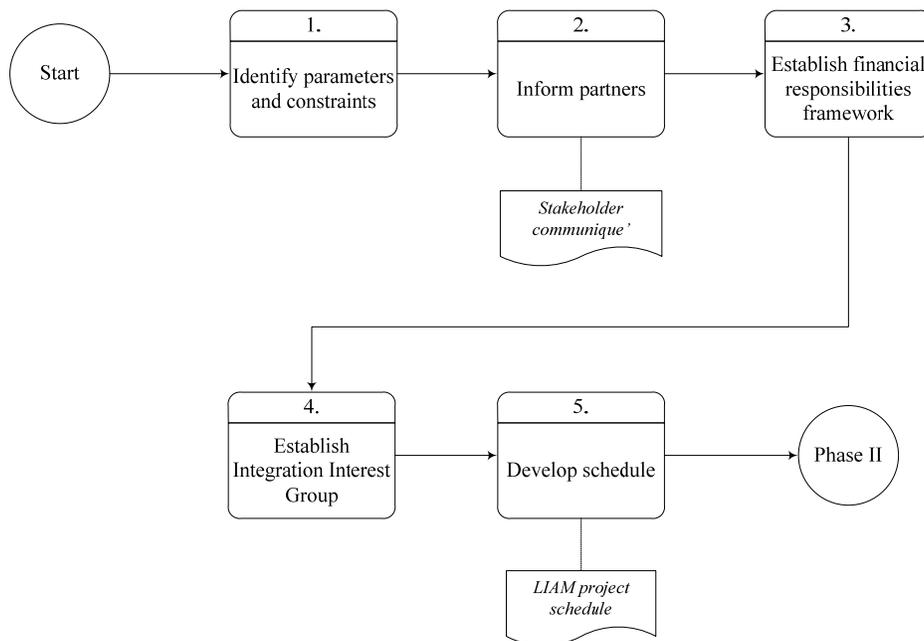
Phase I objectives include:

- Inform partners about the court’s CMS transition plans and establish an ongoing communication process.
- Define the schedule for completing the assessment process.

Before moving to Phase II, each of the above objectives must be met and supporting documents produced. A decision to proceed when an objective has not been met should be documented and clearly communicated to stakeholders.

Activities and Documents

Each task in this phase of the LIAM is illustrated in the following figure:



Identify parameters and constraints

The objective of this first task in the assessment process is to have the CEO and the AOC Data Integration Program identify any factors that might influence the overall CMS migration project in terms of the desired integration approach, priorities, and timing.

Inform partners

It is critical that the local justice partner community be aware of, and participates in, the local integration assessment process. This involvement will help ensure that the court’s needs and perspective are understood and will provide early notice to stakeholders, giving them time to prepare for and accept the changes that will take place. In addition, engaging partners early in the process will help the court foster a collaborative work environment. At this point, the court (with the assistance of the AOC) should develop a stakeholder communiqué document to share with local justice partners and their application/infrastructure providers, as well as the court’s current CMS provider.

Establish financial responsibilities framework

In this task, the court and the AOC consider the anticipated integration needs and define the expected financial responsibilities for each party. This framework helps to ensure that the court and the AOC have consistent expectations, goals, and objectives relative to the costs involved in integration.

Establishing fiscal responsibilities is within the domain of the court and deployment team. The CEO should work closely with the county and appropriate AOC management to establish responsibilities and determine what cost-sharing opportunities exist for integration and ongoing maintenance of integration. Actual costs are not determined until after the LIAM is complete, however discussions regarding general fiscal responsibilities must begin immediately to ensure that adequate funding is available and policy makers can be informed early about the impending need for resources.

Establish Integration Interest Group

After informing partners about the court’s plans to transition to a new CMS, the court should establish a stakeholder interest group. The final decision on how to proceed relative to maintaining the current integration environment rests with the judicial branch. For that reason, this body is characterized as an interest group that should be composed of the:

- CEO.
- Local justice partner senior management.
- Senior management providing court/partner application and infrastructure services.
- Any groups within the county focused on public safety or justice collaboration.

Develop schedule

In this task, the AOC LIAM analyst prepares a list of tasks and an anticipated timeline for completing the assessment. The LIAM analyst should work closely with the AOC deployment manager and any court project management personnel to integrate the LIAM project schedule with the CMS deployment project plan.

On completing this task, the LIAM analyst should have the schedule approved by the Integration Interest Group. In addition, the LIAM analyst should confirm with the AOC deployment manager and Integration Interest Group that the objectives of Phase I have been met and the assessment should proceed to Phase II.

Roles and Responsibilities

The following table lists typical roles and responsibilities of the various parties for each task in this phase of the methodology. Roles and responsibilities can be adapted to meet the needs of the current situation.

Legend			
A	Approves documents	I	Provides input as requested into process and content.
L	Provides executive leadership, facilitates issues, provides resources	M	Manages daily activities, process, and documents.
P	Participates. Assists in data collection, analysis, document production	S	Provides methodology support, reviews documents, and provides feedback.
V	Validates. Provides confirmation that documents/decisions are supported	D	Makes branch policy-level decisions. Manages AOC resources.

Participant	Task and Responsibility				
	Identify Parameters and Constraints	Inform Partners	Establish Financial Responsibilities Framework	Establish Integration Interest and User Groups	Develop Schedule
CEO	L, I, A	L, A	L, A	L, A	L, I, A
Court operations management and staff	I	I, P	—	I	I, P
Court IT management and staff	I	I, P	I	I	I, P
Current court CMS provider	I	—	—	I, P	I, P
CCMS project team ²	—	I	—	—	I
AOC Data Integration Program management	D	D	D	D	I, V
AOC deployment manager	S, I	I	I	I	—
AOC LIAM analyst	M, P	M, P	I	M, P	M, P

² Includes CCMS deployment vendor when onboard and up-to-speed.

Participant	Task and Responsibility				
	Identify Parameters and Constraints	Inform Partners	Establish Financial Responsibilities Framework	Establish Integration Interest and User Groups	Develop Schedule
Partner senior management	—	—	P, V	P, V	V
Partner operations management and staff	I	—	I	I	I, P
Partner IT provider senior management	I	—	I	P, V	V
Partner IT provider operational management and staff	I	—	—	I	I, P

Phase II: Assessment

Phase II documents the current local integration environment and begins the process of gathering data. At this point, the LIAM analyst and court identify key requirements and issues that will be faced by the parties involved in integration.

Objectives

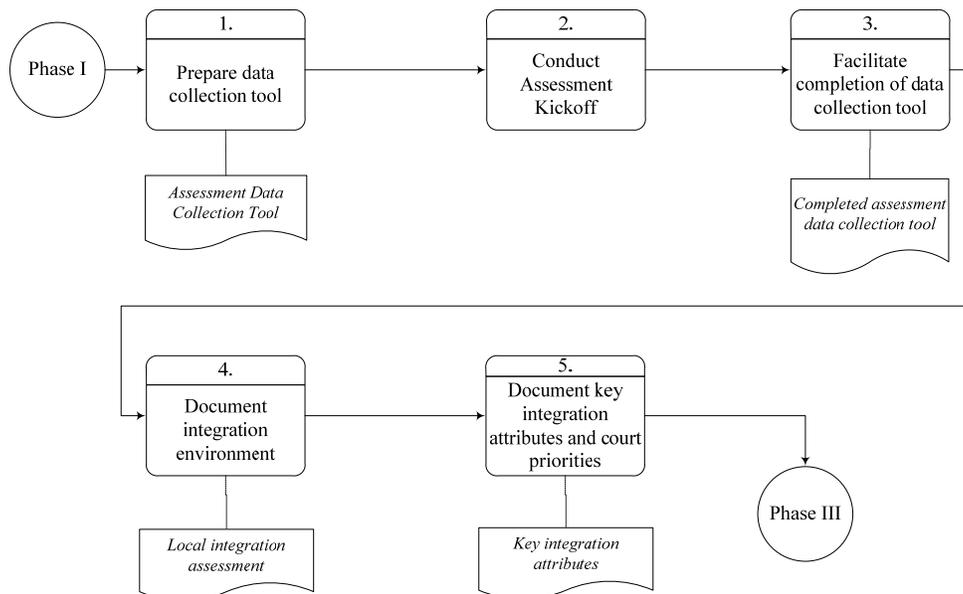
Phase II objectives include:

- Document the current integration environment between the court and its partners.
- Identify any known significant issues or challenges the court and its local integration partners will face and make recommendations for addressing those items.
- Begin the data-gathering process to enable prioritization and assessment of the operational impact of current integration capabilities for use in the next phase.

Before moving to Phase III, each of the above objectives must be met and supporting documents produced. A decision to proceed when an objective has not been met should be documented, accepted by the deployment manager, and clearly communicated to the Integration Interest Group and stakeholders.

Activities and Documents

Each task in this phase of the LIAM is illustrated in the following figure:



Prepare data collection tool

To facilitate understanding and documenting the current integration environment, the LIAM analyst should provide a data collection tool that the court and justice partners can use to record information about current integration capabilities.

The *Data Collection Tool* template in “LIAM Appendix D” is designed to help stakeholders collect data. Each section of the tool provides descriptive text with context and definition of the specific information desired. This tool can be customized to focus on the agreed-on scope of integration to be assessed. Since the court and its partners must continue to support agency operations and other initiatives in addition to the local integration assessment, *the court should fill in the tool with information about the current integration environment.*

Conduct assessment kickoff

Once the data collection tool has been defined, the court should schedule a kickoff meeting with the purpose of:

- Formally initiating the assessment process with the court and its integration stakeholders.
- Reviewing information provided in the stakeholder communiqué to ensure understanding.
- Describing and confirming support for the assessment’s process and schedule.
- Providing the data collection tool and informing stakeholders on its use and completion.
- Identifying the contact point for questions.
- Outlining immediate next steps, particularly including the timetable for filling out the data collection tool.

Facilitate completion of the data collection tool

The LIAM analyst should conduct meetings to review progress and facilitate gathering the required information. These meetings can use the data collection tool as a framework to take the stakeholder organization through the process of examining each dimension of integration. Additionally, particular attention should be paid to identifying key challenges and risks of working to maintain local integration as the court transitions to the CCMS

Document integration environment

Once agencies have compiled their current integration capabilities with the court, the LIAM analyst should combine this input to create a description of the current integration environment in the form of a local integration assessment. A *Local Integration Assessment* template is found in “LIAM Appendix E.” This document will provide a comprehensive description of current integration capabilities in place between the court and its justice partners. This information provides the foundation for the work to follow in the assessment process and beyond. It is critical that stakeholders understand the importance of this document and its role going forward.

The LIAM analyst should brief the CEO on the report and discuss any identified issues or risks. The CEO will review the report with AOC Data Integration Program management and, with management’s concurrence, give approval to the LIAM analyst to proceed into the next phase. After receiving this approval, the Local Integration Assessment report should be approved by the Integration Interest Group.

Document key integration attributes and court priorities

This task is led and managed by the LIAM analyst. Because funds to support a project or initiative are never unlimited, providing integration capabilities can be a complex and costly undertaking; it is critical that the focus of attention be on the highest-value components of integration. The necessity for and impact/benefit of current integration capabilities must be understood in preparation for developing a strategy to move forward in the next phase of the methodology.

To facilitate the development of this strategy, the gathering data on the drivers for maintaining current integration capabilities should begin now. “LIAM Appendix F” contains a *Key Integration Attributes* template for use as a starting point for discussion.

Roles and Responsibilities

The following table lists typical roles and responsibilities of the various parties for each task in this phase of the methodology. Roles and responsibilities can be adapted to meet the needs of the current situation.

Legend			
A	Approves documents	I	Provides input as requested into process and content.
L	Provides executive leadership, facilitates issues, provides resources	M	Manages daily activities, process, and documents.
P	Participates. Assists in data collection, analysis, document production	S	Provides methodology support, reviews documents, and provides feedback.
V	Validates. Provides confirmation that documents/decisions are supported	D	Makes branch policy-level decisions. Manages AOC resources.

	Task and Responsibility				
	Prepare Data Collection Tool	Conduct Assessment Kickoff	Facilitate Completion of Data Collection Tool	Document Integration Environment	Document Key Integration Attributes and Court Priorities
Participant					
CEO	L	L	L	L, A	L, A
Court operations management and staff	I	P	P, V	I, V	P
Court IT management and staff	I	P	P, V	I, V	P

	Task and Responsibility				
	Prepare Data Collection Tool	Conduct Assessment Kickoff	Facilitate Completion of Data Collection Tool	Document Integration Environment	Document Key Integration Attributes and Court Priorities
Participant					
CCMS project team	—	—	—	I	—
AOC Data Integration Program management	D	D	D	D	D
AOC LIAM analyst	M, P	M, P	M, P	M, P	M, P
Partner senior management	—	P	I	I, V	I, V
Partner operations management and staff	—	P	P	I	P
Partner IT provider senior management	—	P	I	I, V	I, V
Partner IT provider operational management and staff	—	P	P	I	P

Additional Considerations

While the primary objective of the LIAM “Light” is to document the current automated local integration environment, it is still worthwhile to document all existing integration dimensions including state justice partner integration capabilities so that no information exchange is overlooked.

Existing state justice partner integration capabilities

Current electronic interaction between the court CMS and the California Department of Justice (DOJ) and the California Department of Motor Vehicles (DMV) is documented in the assessment, but the DOJ and DMV electronic interactions are defined by the capabilities of the CCMS. Therefore, they are documented in the local integration assessment only to identify characteristics of the current integration environment that may impact partners after the court transitions to the new CMS.

Phase III: Strategy Formulation

This third phase of the methodology is intended to take the court and local justice partners through a process to develop a clearly understood strategy for proceeding into the planning phase.

Objectives

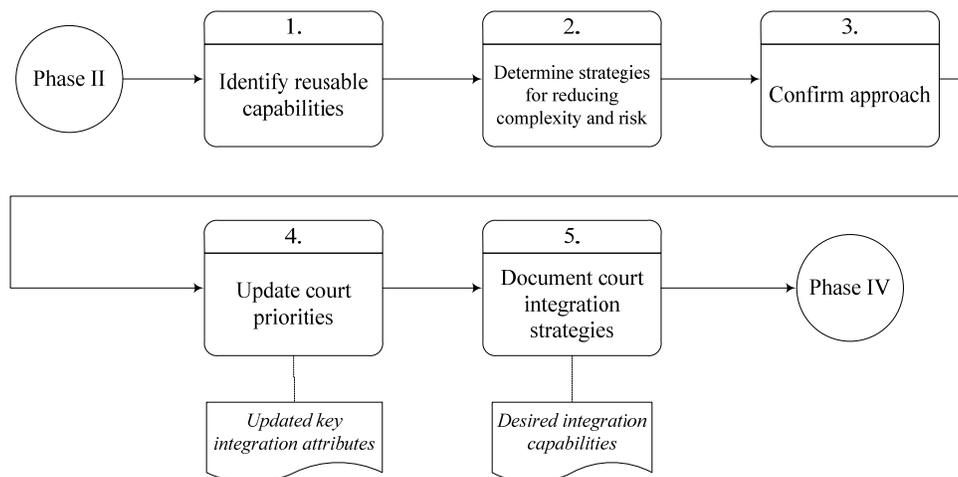
Phase III objectives include:

- Define a strategy for addressing each of the exchanges identified in the assessment phase.
- Confirm the constraints and opportunities that will guide and impact the future integration environment.
- Determine the priority of current integration capabilities and identify the capabilities to be provided with the new CMS.
- Identify any supporting strategies that reduce complexity, cost, and risk.

Before moving to Phase IV, each objective must be met and supporting documents produced. A decision to proceed when an objective has not been met should be documented and clearly communicated to the stakeholders.

Activities and Documents

Each task in this phase of the LIAM is illustrated in the following figure:



Identify reusable capabilities

To manage one-time and ongoing costs, the court should take advantage of other work that has been completed. This includes taking advantage of similar integration capabilities that have been defined for other court CMS transition projects. For example if court “X” has developed an integration between the new CMS and a justice partner commercially developed commercial off-

the-shelf product (COTS) such as a law enforcement records management system (RMS), which is also in use at a law enforcement agency in county “Y” who is completing this LIAM phase, the reuse of the integration should be planned.

There may be other planned or completed CMS implementations that include integration capabilities similar or identical to those needed for this implementation. Leveraging other judicial branch or court-specific work already completed can save time and money for this implementation as well as subsequent CMS transition projects. The LIAM analyst and the AOC deployment manager should use the AOC Data Integration Program as a resource for this effort. Planned or completed integrations between the new CCMS and COTS systems in use around the state will also be posted on the Justice Partners Integration Web site to be launched in the fall of 2008.

Determine strategies for reducing complexity and risk

Effort should be made to ensure that alternative approaches to providing these integration capabilities have been examined to uncover potential strategies that could be employed to reduce scope, complexity, and risk. An example of this is partner inquiry access to the new portal versus implementing a system-to-system exchange. These strategies should be documented for consideration in the next task and may need to be confirmed with court management.

Confirm approach

The objective of this task is to determine and apply requirements, principles, or other factors that would influence the interest, priorities, and ability to support the current integration capabilities that were defined in the previous phase. In addition, if issues or risks were identified in Phase II, it is possible that these issues will need to be fully or partially resolved prior to proceeding further.

Update court priorities

Because funding may be an issue, it is possible that not all aspects of the current integration environment can be perpetuated when the court transitions to its new CMS. Therefore, it is critical that the court, in consultation with its partners, establish clear priorities among the various existing capabilities.

Document court integration strategies

This task focuses on documenting and communicating the court’s desired integration strategy to ensure that partners have a clear perspective on the court’s position for moving forward. Each of the previously identified interfaces is discussed with court management and operations to determine the best course of action to address the court’s future needs. “LIAM Appendix G” contains a *Desired Integration Capabilities* template that will aid in this process.

The key issue will continue to be who is responsible to pay for what. The *Court Integration Strategy* document must clearly reaffirm and communicate the court’s and the AOC’s policies, decisions, and principles that will guide the project.

Roles and Responsibilities

The following table lists typical roles and responsibilities of the various parties for each task in this phase of the methodology. Roles and responsibilities can be adapted to the current situation.

Legend			
A	Approves documents	I	Provides input as requested into process and content.
L	Provides executive leadership, facilitates issues, provides resources	M	Manages daily activities, process, and documents.
P	Participates. Assists in data collection, analysis, document production	S	Provides methodology support, reviews documents, and provides feedback.
V	Validates. Provides confirmation that documents/decisions are supported	D	Makes branch policy-level decisions. Manages AOC resources.

Participant	Task and Responsibility				
	Identify Reusable Capabilities	Determine Strategies for Reducing Complexity and Risk	Confirm Approach	Update Court Priorities	Document Court Integration Strategies
CEO	L	L	L	L, A	L, A
Court operations management and staff	—	P	I	P	P
Court IT management and staff	—	P	I	P	P
Current court CMS provider	I	I	I	I	I
CCMS project team	P	I	I	I	I
AOC Data Integration Program management	D	D	D	D	D
AOC LIAM analyst	M, P	M, P	M, P	M, P	M, P
Partner senior management	—	I	I	I	V
Partner operations management and staff	—	I	I	I	I
Partner IT provider senior management	—	I	I	I	V
Partner IT provider operational management and staff	—	I	I	I	I

Phase IV: Planning

The final phase of the methodology takes the results of prior phases to develop a high-level scope of work giving the integrator information related to size and cost for the purpose of obtaining resources to proceed. The completion of Phase IV in the full LIAM will support proceeding into requirements definition, design, and implementation of the desired integration.

Objectives

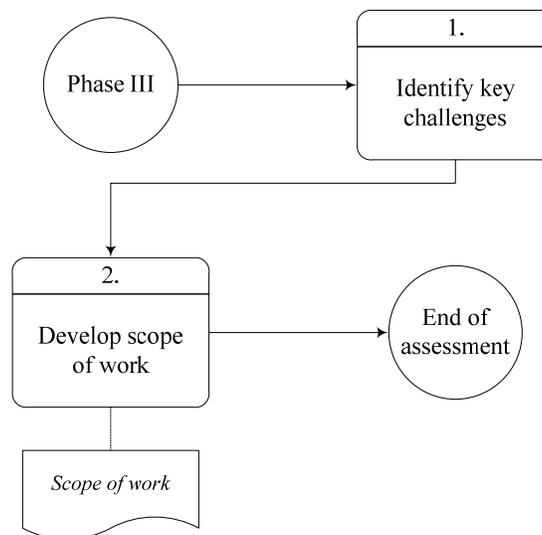
Phase IV objectives include:

- Prepare a scope of work that can be used to develop high-level cost and schedule estimates, and an approach for subsequent activities.
- Obtain agreement from the stakeholders to support the high-level scope of work, and to obtain the necessary resources to complete their respective responsibilities.

These objectives must be met if the court and its integration stakeholders are to detail and provide the desired capabilities. Any objectives not fully met or required decisions not made in this phase should be documented and become the first order of business in subsequent activities.

Activities and Documents

Each task in this phase of the LIAM is illustrated in the following figure.



Identify key challenges

Based on input received throughout the assessment, the LIAM analyst should confirm the key risks and issues with court and Data Integration Program management.

Develop scope of work

The LIAM analyst should lead development of the high-level scope of work for providing the desired integration capabilities identified in the prior phase. As of the date this document was published, the *Scope of Work* template is under construction.

This scope document provides integrators information needed to determine cost and schedule for developing and deploying the necessary integration solution. This effort documents what must be done and articulates any key judicial branch or partner requirements, constraints, or decisions that establish parameters for moving forward. The scope document can be developed using and combining components of previously completed documents.

Roles and Responsibilities

The following table lists typical roles and responsibilities of the various parties for each task in this phase of the methodology. Roles and responsibilities can be adapted to meet the needs of the current situation.

Legend			
A	Approves documents	I	Provides input as requested into process and content.
L	Provides executive leadership, facilitates issues, provides resources	M	Manages daily activities, process, and documents.
P	Participates. Assists in data collection, analysis, document production	S	Provides methodology support, reviews documents, and provides feedback.
V	Validates. Provides confirmation that documents/decisions are supported	D	Makes branch policy-level decisions. Manages AOC resources.

Participant	Task and Responsibility	
	Identify Key Challenges	Develop Scope of Work
CEO	L	L, A
Court operations management and staff	P	P, V
Court IT management and staff	P	P, V
Current Court CMS provider	I	V
CCMS project team	I	I
AOC Data Integration Program management	D	D, A
AOC LIAM analyst	M, P	M, P
Partner senior management	I	V
Partner operations management and staff	I	I
Partner IT provider senior management	I	V

Participant	Task and Responsibility	
	Identify Key Challenges	Develop Scope of Work
Partner IT provider operational management and staff	I	I

Appendix A—Glossary

Acronym	Definition
AOC	Administrative Office of the Courts
CCMS	Court Case Management System
CCTC	California Courts Technology Center
CEO	Court executive officer
CLETS	California Law Enforcement Telecommunications System
CMS	Case management system. Used in the context of this document to refer to the court’s current or future CCMS implementation
COTS	Commercial off-the-shelf system (such as a law enforcement records management system)
DA	District attorney
DES	Exchange standards
DMV	Department of Motor Vehicles
DOJ	Department of Justice
ISB	Integration Services Backbone. A set of judicial branch tools and services that provide integration services (e.g., data transformation, publishing, support for different protocols) between the court CMS and partner applications, between the court CMS and the public, and between judicial branch applications (e.g., CCMS and Court Accounting and Reporting System [CARS]).
ISD	Information Services Division
IT	Information technology
JMS/IMS	Jail management system/Inmate management system
LIAM	Local Integration Assessment Methodology
RMS	Records management system such as a COTS system used by law enforcement to keep its incident data and call for service records
WSDL	Web Service Description Language. AN XML language for describing Web services. This specification defines the core language which can be used to describe Web services based on an abstract model of what the service offers. It also defines the conformance criteria for documents in this language.

Appendix B—Functional Design Documents, Web Service Description Languages, and Schemas

Functional Design documents, Web Service Description Languages (WSDLs), and schemas are available on the Justice Partner Data Integration Web site at http://www2.courtinfo.ca.gov/justicepartners/data_exchanges.htm.

Appendix C—Data Integration – Judicial Branch Financial Framework

The content of this appendix is currently being developed.

Appendix D—Sample Data Collection Tool

See the document “LIAM Appendix D,” which is separate from this document.

Appendix E—Phase II Local Integration Assessment Template

See the document “LIAM Appendix E,” which is separate from this document.

Appendix F—Phase II Key Integration Attributes Template

See the document “LIAM Appendix F,” which is separate from this document.

Appendix G—Phase III Desired Integration Capabilities

See the document “LIAM Appendix G,” which is separate from this document.

Appendix H—Scope of Work Template

The content of this appendix is currently in development.