

ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	3/25/2013
PREPARED BY	Mark Dusman
OFFICE NAME	<u>Information & Technology Services Office</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	133
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council support SEC Recommendation 7-50 and direct the Administrative Director of the Courts, as part of AOC long term planning, to conduct a review and audit of all technology currently used in the AOC, including an identification of efficiencies and cost savings from the use of a single platform, and return to the council with a progress report on the findings.
SEC RECOMMENDATION	As with the Information Services Division, the AOC should determine whether to continue use of multiple or overlapping technologies for similar functions, as using a single technology could result in efficiencies and savings, both operationally and in personnel cost.
RESPONSE (check applicable boxes)	
<input type="checkbox"/> This directive has been completed and implemented:	
<input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration:	
<p>Request for modification of directives #105 and #133</p> <p>These are 2 identical directives, and this request is that directive #105 and #133 be spilt into 2 areas of scope and responsibility.</p> <p>Going forward, directive #105 will focus on technology standards at the AOC, and directive #133 will focus on an examination of a single platform for administrative technology systems Branchwide. (Strategic direction for case management systems [referenced in the SEC recommendation as CCMS], is currently being reviewed by the Judicial Council Technology Committee.)</p> <p>The modified recommendation for E&P directive #105 would read:</p> <p>“E&P recommends that the Judicial Council support SEC Recommendation 7-46 and direct the Administrative Director of the Courts, as part of AOC long-term planning, to conduct a review and audit of all technology currently used at the AOC and to return to the Judicial Council with a progress report on the findings, including efficiencies and potential cost savings.”</p>	

The modified recommendation for E&P directive #133 would read:


“E&P recommends that the Judicial Council support SEC Recommendations 7-46 and 7-50, and direct the Administrative Director of the Courts, as part of AOC long-term planning, to review the information technology systems currently implemented Branchwide to support enterprise resource planning: finance, human resources, and education functional areas; to identify costs, benefits, and potential long-term savings and the challenges of migrating support to a single IT platform; and to return to the council with a progress report on the findings.”

The project team assembled to address the directives is composed of staff from the Center for Judiciary Education and Research, Fiscal Services Office, Human Resources Services Office, Information Technology Services Office (ITSO), and Trial Court Administrative Services Office. ITSO will continue to report on both directives #105 and #133.


Review of activities since January 2013 report

The project team, assembled to review technology used in the AOC and evaluate the potential options for consolidation of administrative technology systems, completed an inventory of functions and processes that are implemented on the systems at the AOC and identified potential consolidation options. The team also documented the considerations and challenges around the functionality currently supported by the State Controller’s Office, State Treasury and State Treasurer’s Office. During this review process, the project team identified a need for clarification of the E&P recommendations, drafted suggested updates, and reviewed these with the project stakeholders.

The enterprise architecture team reviewed the standards compliance process with the technology teams during their monthly strategic roadmap meetings in February. The roadmap reviews support ongoing planning efforts and optimize utilization of technology resources for the standard enterprise technology programs.

 File Attachment

Other:

 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	ADOC interim report to the council by the December 2013 council meeting.
RESOURCES REQUIRED FOR IMPLEMENTATION	The team for directives #105 and #133 will continue to work on gathering the background information required for the review. Beginning in April 2013, pending approval by the ADOC and Judicial Council Executive and Planning Committee, the team will focus their efforts as defined by the proposed wording.

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<input type="text"/>
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	<input type="text"/> <input type="button" value="File Attachment"/>
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<input type="text"/> <input type="button" value="File Attachment"/>
<input type="checkbox"/> SAVINGS	<input type="text"/> <input type="button" value="File Attachment"/>
<input type="checkbox"/> COST	<input type="text"/> <input type="button" value="File Attachment"/>
<input type="checkbox"/> EFFICIENCIES	<input type="text"/> <input type="button" value="File Attachment"/>
<input type="checkbox"/> SERVICE LEVEL IMPACT	<input type="text"/> <input type="button" value="File Attachment"/>
<input type="checkbox"/> OTHER	<input type="text"/> <input type="button" value="File Attachment"/>
ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL	
ADOC REVIEW	Administrative Director of the Courts Review Date: <input type="text" value="4/10/2013"/>
EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW	
E&P REVIEW	Executive and Planning Review Date: <input type="text" value="4/17/2013"/>