



JUDICIAL COUNCIL OF CALIFORNIA

TECHNOLOGY COMMITTEE

www.courts.ca.gov/jctc.htm
jctc@jud.ca.gov

JUDICIAL COUNCIL TECHNOLOGY COMMITTEE

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1))
THIS MEETING WILL BE CONDUCTED BY TELECONFERENCE
THIS MEETING WILL BE RECORDED

Date: December 11, 2017
Time: 12:00 noon - 1:00 p.m.
Public Call-in Number: 1-877-820-7831 Passcode: 3511860

Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

Call to Order and Roll Call

Approval of Minutes

Approve minutes of the October 16, 2017 meeting.

II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(2))

Written Comment

In accordance with California Rules of Court, rule 10.75(k)(1), public comments about any agenda item must be submitted by December 8, 2017, 12:00 noon. Written comments should be e-mailed to jctc@jud.ca.gov or mailed or delivered to 455 Golden Gate Avenue, San Francisco, CA 94102, attention: Jessica Craven Goldstein. Only written comments received by December 8, 2017, 12:00 noon will be provided to advisory body members prior to the start of the meeting.

III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1-4)

Item 1

Chair Report

Provide update on activities of or news from the Judicial Council, advisory bodies, courts, and/or other justice partners.

Presenter: Hon. Marsha G. Slough, Chair, Judicial Council Technology Committee

Item 2

Update/Report on Information Technology Advisory Committee (ITAC)

An update and report on ITAC will be provided; this will include the activities of the workstreams.

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

Item 3

Update/Report on Technology Budget Change Proposals (BCPs)

Review in progress BCPs for FY18-19. Gather committee input on BCPs for FY19-20.

Presenter: Mr. Robert Oyung, Chief Operating Officer, Judicial Council of California

Item 4

Update/Report on the Strategic and Tactical Plans for Technology


An update and report on the Strategic and Tactical Plans for Technology.

Presenter: Mr. Robert Oyung

A D J O U R N M E N T

Adjourn

Judicial Council Technology Committee Open Meeting

The background features a large, faint, circular seal of the Judicial Council of Pennsylvania. The seal contains a central figure holding a scale and a sword, surrounded by various symbols of justice and law. The text "JUDICIAL COUNCIL OF PENNSYLVANIA" is visible around the perimeter of the seal, and the year "1926" is at the bottom.

December 11, 2017

Call to Order and Roll Call

- Welcome
- Open Meeting Script

*Hon. Marsha G. Slough, Chair, Judicial Council Technology
Committee*



JUDICIAL COUNCIL
OF CALIFORNIA

Chair Report

Hon. Marsha G. Slough



JUDICIAL COUNCIL
OF CALIFORNIA

Update: Information Technology Advisory Committee (ITAC)

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



JUDICIAL COUNCIL
OF CALIFORNIA

Update: Technology Budget Change Proposals (BCPs)

*Mr. Robert Oyung, Chief Operating Officer, Judicial Council of
California*



JUDICIAL COUNCIL
OF CALIFORNIA

Update: Strategic and Tactical Plans for Technology

Mr. Robert Oyung



JUDICIAL COUNCIL
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Adjourn

All



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TECHNOLOGY COMMITTEE

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JUDICIAL COUNCIL TECHNOLOGY COMMITTEE

MINUTES OF OPEN MEETING

October 16, 2017

12:00 - 1:00 PM

Teleconference

Advisory Body Members Present: Hon. Marsha G. Slough, Chair; Hon. Kyle S. Brodie; Mr. Jake Chatters; Hon. Ming W. Chin; Hon. Shama H. Mesiwala; and Ms. Rachel W. Hill

Advisory Body Members Absent: Hon. Gary Nadler, Vice-Chair; Ms. Audra Ibarra; Ms. Andrea K. Rohmann

Liaison Members Present: Hon. Sheila F. Hanson

Others Present: Mr. Robert Oyung, Ms. Jessica Goldstein; Mr. Mark Dusman; Ms. Kathy Fink; Mr. David Koon; Ms. Jamel Jones; and Ms. Andrea Jaramillo

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order, took roll call, and advised no public comments were received.

Approval of Minutes

The advisory body reviewed and approved the minutes of the September 11, 2017 meeting.

DISCUSSION AND ACTION ITEMS

Item 1

Chair Report

Update: Hon. Marsha Slough, Chair of the Judicial Council Technology Committee (JCTC), welcomed and thanked everyone for attending. Justice Slough reviewed the agenda for the meeting, as well as provided updates on recent meetings in which she and other members represented the JCTC or reported on the JCTC activities.

Item 2

Update/Report on Information Technology Advisory Committee (ITAC)

Update: Hon. Sheila F. Hanson, Chair of ITAC, provided an update and report on the activities of the advisory committee, its subcommittees, and its workstreams.

Action: The committee discussed the activities of ITAC and received the report.

Item 3

Review of Modernization Project Rules Proposal: Proposed Amendments to Title 2, Chapter 3, Division 2 of the California Rules of Court

Update: Ms. Andrea Jaramillo, Attorney with the Judicial Council Legal Services office, provided an update and report on the proposed amendments to title 2, chapter 3, division 2 of the California Rules of Court. The proposed amendments reduce redundancies and improve consistency between California Rules of Court governing electronic service and electronic filing in the trial courts, and provisions of the Code of Civil Procedure that provide statutory authority for permissive and mandatory electronic service and electronic filing in the courts. The proposal also includes amendments to make limited organizational changes to the rules to improve their logical ordering.

Action: The committee asked questions and discussed the proposed amendments. Following the discussion, the committee unanimously voted to approve the proposed amendments with two minor grammar edits for submission to the Judicial Council.

Item 4

Update/Report on the Placer Court Hosting Consortium

Update: Mr. Jake Chatters, Court Executive Officer of the Placer Superior Court, provided an update and report on the work related to the Placer Court Hosting Consortium (PCHC). The PCHC will provide a hosting location for six small Superior Courts' information technology (IT) infrastructure. Participating in this effort are the Superior Courts of Lake, Modoc, Plumas, San Benito, Sierra, and Trinity. The update included the accomplishments to date, most notably the completed transition of the Plumas and Sierra on October 2 and Trinity on October 16, as well as the upcoming activities. The Placer Court Hosting Center transition project is jointly funded by the Judicial Council of California and the participating Superior Courts.

Action: The committee asked questions, congratulated the Placer Court Hosting Consortium on its exceptional work for the transition, and received the report.

A D J O U R N M E N T

There being no further business, the meeting was adjourned.

Status Reports



- Civil Case Management System (V3) Replacement Projects
- Sustain Justice Edition (SJE) Case Management System Replacement Projects
- Placer Court Hosting Consortium



JUDICIAL COUNCIL OF CALIFORNIA

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MEMORANDUM

Date	Action Requested
October 31, 2017	Please Review
To	Deadline
Hon. Marsha G. Slough, Chair Hon. Gary Nadler, Vice-Chair Judicial Council Technology Committee	N/A
From	Contact
Kathleen Fink, Manager, Judicial Council Information Technology	Kathleen Fink, Manager 415-865-4094 kathleen.fink@jud.ca.gov
Subject	
Civil Case Management System (V3) Replacement Projects: Status September 19 – October 16, 2017	

Project: Civil Case Management System (CMS) (V3) Replacement projects for the Superior Courts of Orange, Sacramento, San Diego, and Ventura Counties

Status: The quarterly status meeting between the California Department of Technology (CDT) and the Judicial Branch was held on September 27, 2017. Rob summarized the status of the V3 Conversion Project and CDT expressed no concerns and encouraged the work to move forward.

The monthly Project Status meeting between JC IT and the courts was held on October 16, 2017. The courts decided to pursue a medium impact scenario that will result in a medium level of cost savings. They also agreed to consider moving towards a high impact high savings scenario in the future if risks could be mitigated and business conditions supported a more aggressive approach. Costs and savings will be discussed at an upcoming Trial Court Budget Advisory Committee meeting.

Ventura: Court reported the high-level draft project plan is ready and they are targeting completing the transition by June 2019. The MOU is in place with Sacramento and San Joaquin Superior Courts to allow JC IT to export shared v3 data for the conversion. The court now has a local copy of V3 data to create the data model and start designing and testing the data conversion process. The court is testing small claims case types and targeting to complete the small claims conversion by March 2018.

San Diego: The project plan has been submitted to the Judicial Council Program Manager. The court is in the process of developing a Statement of Work with Tyler. The court's plan is that the first case category is small claims, then probate and civil. Tyler is in the very early stages of programming to cover the items identified in the gap analysis. Targeting a kickoff meeting in November. The first step will be to review and validate the gap analysis from last December.

Sacramento: Hired a project manager for the conversion and he is starting today. The court is reviewing a draft participation agreement with Thomson Reuters and will finalize in 2-4 weeks.

Orange: The court reported their project plan currently in internal review. The court has established its development and QA environments and is setting up Apache Subversion revision control software for code management. The court is targeting to have its own code version in the production environment in January 2018.



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MEMORANDUM

Date	Action Requested
November 30, 2017	Please Review
To	Deadline
Hon. Marsha G. Slough, Chair	N/A
Hon. Gary Nadler, Vice-Chair	
Judicial Council Technology Committee	Contact
	Kathleen Fink, Manager
From	415-865-4094
Kathleen Fink, Manager,	kathleen.fink@jud.ca.gov
Judicial Council Information Technology	
Subject	
Civil Case Management System (V3)	
Replacement Projects: Status October 17 –	
November 16, 2017	

Project: Civil Case Management System (CMS) (V3) Replacement projects for the Superior Courts of Orange, Sacramento, San Diego, and Ventura Counties

Status: The monthly Project Status meeting was held on November 16, 2017. The courts submitted 3Q2017 project monitoring reports. There were no questions on the submitted reports. The reports will be routed for signatures.

Intra-Branch Agreements for fiscal year 2017/2018 for Sacramento and Ventura have been transmitted for court signature. IBAs for San Diego and Orange are in process.

V3 Cost Savings: The appropriate changes have been made to work order extensions to reduce the JCC V3 team by two consultants and the consultants have been notified. The work order to decommission the Test environment will be submitted on a timeline to complete by the end of

March 2018. Estimated savings in FY17-18 will be approximately \$1M. These savings will be used to offset any incremental operational costs past FY19-20.

Ventura: Executing sprint cycles on Small Claims and updating configurations. Working on the full project plan with the plan for Small Claims ready for review. The environments for staging, QA, and training are set up and production environment is pending. Visited LA Court and gathered information on lessons learned from their implementation of eCourt. Planning a mock go-live, as they did with V3.

San Diego: Finalizing modifications to the Tyler SOW based on lessons learned from the implementation for traffic case type. The next step is to review and validate the gap analysis, including checking with Tyler on the status of developing remediations for the gaps. The court will discuss the contractual start of payment for maintenance and support with Tyler. Lessons learned from other courts' implementations suggest that there should be contractual language/expectations that a delay in go live due to vendor issues should cause a corresponding delay in the maintenance start period.

Sacramento: The new project manager is on board for the conversion. Court is working with Thomson Reuters to finalize the discovery phase SOW in 4-5 weeks. Current plan is to start the discovery and gap analysis phase in January 2018, estimating 3-6 months to complete. The court will then finalize the participation agreement with Thomson Reuters to convert V3 case types.

Orange: Currently working on setting up the build environment. One development environment is complete and a second development environment is being configured. Installation of third-party software in progress. Planning to deploy the JCC V3 release package for R13.11 in production (Jan 1), then rebuild the release from the source and redeploy the version through development, test, and production. Targeting to complete by the end of January 2018. Next phase is to migrate from Solaris SPARC platform to the Cisco hardware platform running Linux. Orange is working on the hardware specifications. JCC performed an analysis on migrating V3 to a Linux platform (although almost 2 years ago) and will provide the specifications from the analysis to Orange.



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HON. TANIG. CANTIL-SAKAUYE
*Chief Justice of California
Chair of the Judicial Council*

MR. MARTIN HOSHINO
*Administrative Director,
Judicial Council*

TECHNOLOGY COMMITTEE

HON. MARSHA G. SLOUGH
Chair

HON. DANIEL J. BUCKLEY
Vice-chair

*Hon. Kyle S. Brodie
Mr. Jake Chatters
Hon. Ming W. Chin
Mr. Richard D. Feldstein
Hon. David E. Gunn
Ms. Audra Ibarra
Hon. Gary Nadler
Ms. Debra Elaine Pole*

Date

November 30, 2017

Action Requested

Please Review

To

Hon. Marsha G. Slough, Chair
Hon. Gary Nadler, Vice-Chair
Judicial Council Technology Committee

Deadline

N/A

From

David Koon
Manager, Judicial Council Information
Technology

Contact

David Koon
David.koon@jud.ca.gov

Subject

Sustain Justice Edition (SJE) Replacement
Projects - Status September 27 –
November 30, 2017

Members of the Judicial Council Technology Committee:

As requested, this communication provides a written update regarding the progress of the nine Sustain Courts which received \$4.1 million in funding for FY 17/18 as a result of submitting a BCP to replace the Sustain Justice Edition case management system with a modern CMS platform.

Project: Sustain Justice Edition (SJE) Replacement projects for the Superior Courts of Humboldt, Lake, Madera, Modoc, Plumas, San Benito, Sierra, Trinity, and Tuolumne counties.

Status: The SJE Courts and Judicial Council staff are continuing to work on finalizing the draft of the Intra-Branch Agreements (IBA) with each court. There is a kick-off meeting being scheduled with the courts and Journal Technologies in mid-January as a kick-off for the deployment of the new case management system.

Next Steps: Finalize drafting each court's IBA and have the kick-off meeting with the vendor in mid-January for the new case management system.

Further updates will be provided in upcoming meetings. Thank you.

Monthly Project Monitoring Report

Report Period: 10/01/2017-
10/31/2017

Report Date: 11/17/2017

Court Name: Placer

Prepared By: Greg Harding



JUDICIAL COUNCIL
OF CALIFORNIA

ADMINISTRATIVE DIVISION

INFORMATION TECHNOLOGY

Project Name	Placer Court Hosting Center
Court Project Manager	Greg Harding
IBA Number	1033111
IBA Effective Date	11/1/2016
IBA End Date	4/30/2019
Project Start Date	October 2015
Estimated Finish Date	January 2018
Estimated % Complete	80%

1. Accomplishments / Plans

Accomplishments during *this Reporting Period*:

- Testing Lake Interfaces
- CDI/CDR configured for Lake, Plumas, Sierra and Trinity
- Trinity Go-live

Plans during the *next Reporting Period*:

- Lake Interface testing complete

2. Risks and Issues

Issue Status (Issues requiring resolution or others that may affect the proposed approach baseline):

-

Change Status (Considerations or new course of actions that change the proposed approach):

-

Risk Status (Report risks to the current approach, any risks discovered, and proposed risk responses):

- San Benito Interface Sustain SJE DII issues

3. Scheduled Milestones / Deliverables

List any Milestones that are late as well as Milestones due in the next 4 to 6 weeks (as applicable).

Milestone	Due Date (Actual)	Status
WBS 15.1 – Plumas/Sierra go-live plan created	9/16/2017	Complete
WBS 15.2 – Plumas/Sierra CMS hosting transition complete	9/16/2017	Complete
WBS 15.3 – Plumas/Sierra Managed Court services transition complete	9/16/2017	Complete
WBS 16.1 Lake go live plan created	9/20/2017	Complete

4. Payment Schedule and Milestones

List IBA payment milestones that have been completed, are yet to be completed, total IBA amount and payments remaining to be made.

IBA Installment Payments	IBA Installment Amount	IBA Payment Date	IBA Actual Payment
Court signs executed contracts with vendors	\$265,599.00		
Court develops all hardware and software specifications	\$470,901.00		
Total IBA Amount	\$736,500.00		
Remaining IBA Amount To Be Paid	\$736,500.00		
Project Tracking Milestones	Project Milestone Target Date	Project Milestone Actual Date	N/A For Project Milestone Tracking
WBS 1 – CCTC Requirements Document Completed	NOV 16	DEC 16	
WBS2 – Server Design	MAR17	FEB 17	
WBS3 – Server Build	APR17	APR17	
WBS4 – Network and Connectivity Design	JAN 17	JAN 17	
WBS5 – Network and Connectivity Implemented with connectivity to CCTC	MAY 17	JUNE 17	
WBS6 – Information Systems Framework and Security Policies Developed and Implemented	JUL17	AUG 17	
WBS7 – DMV Service Transition	JUL 17	AUG 17	
WBS7.1 – DMV DISA Approval	MAR 17	FEB 17	
WBS7.2 – DMV Connectivity Configured and implemented	JUN 17	APR17	
WBS9 – Interface rework completed	JUL 17	SEPT 17	
WBS10 – SJE Core Environments Created	MAY 17	MAY 17	
WBS11 – Initial SJE Data Copy	MAY 17	MAY 17	

WBS12 – Non-CMS Applications Installed	JUN 17	MAY 17	
WBS 13 – UAT of CCTC connectivity	SEPT 17	SEPT 17	
WBS14 –UAT of SJE and interfaces including DMV	AUG 17	AUG 17	
WBS15 – UAT of “managed court” services	SEPT 17	SEPT 17	
WBS 15.1 – Plumas/Sierra go-live plan created	AUG 17	AUG 17	
WBS 15.2 – Plumas/Sierra CMS hosting transition complete	OCT 17	SEPT 17	
WBS 15.3 – Plumas/Sierra Managed Court services transition complete	OCT 17	SEPT 17	
WBS 15.4 – Plumas/Sierra transition complete	OCT 17	SEPT 17	
WBS 16.1 Lake go live plan created	SEPT 17	SEPT 17	
WBS 16.2 Lake CMS hosting transition complete	NOV 17	TBD	
WBS 16.3 Lake Managed Court services transition complete	NOV 17	TBD	
WBS 16.4 Lake transition complete	NOV 17	TBD	
WBS 17.1 Trinity go-live plan created	SEPT 17	OCT 17	
WBS 17.2 Trinity CMS hosting transition complete	OCT 17	OCT 17	
WBS 17.3 Trinity Managed Court services transition complete	NA	NA	
WBS 17.4 Trinity transition complete	OCT 17	OCT 17	
WBS 18.1 San Benito go-live plan created	OCT 17	TBD	
WBS 18.2 San Benito CMS hosting transition complete	DEC 17	TBD	
WBS 18.3 San Benito Managed Court services transition complete	DEC 17	TBD	
WBS 18.4 San Benito transition complete	DEC 17	TBD	
WBS 19.1 Modoc go-live plan created	NOV 17	TBD	
WBS 19.2 Modoc CMS hosting transition complete	JAN 18	TBD	
WBS 19.3 Modoc Managed Court services transition complete	JAN 18	TBD	
WBS 19.2 Modoc transition complete	JAN 18	TBD	