

Judicial Information Systems Council Meeting (JIFFY)  
Meeting Minutes  
Judicial Information Division  
Thursday, March 19, 2015  
9:32 - 10:10 a.m.

**JIFFY Voting Members Present:**

Judge Karen Mitchell, Chair  
Judge Duane Castleberry  
Judge Alan Kirk  
Tobie Fouratt  
Brenda Castello  
Ian Bezpalko  
Lynne Rhys  
Jason Jones (phone)

**Guests Present:**

Jonathan Ash  
Robert Padilla  
Frank DiMaggio (video)  
Lydia Romero  
David Vermooten  
Rosemary P. McCourt  
Jim Noel

**Non-Voting Members Present:**

Justice Petra Jimenez Maes  
Gregory J. Saunders  
Renee Cascio

**Staff Present:**

Grace Catanach  
Annie Hall  
Steve Harrington  
Helen Miller  
Tim Elsbrock  
Suzanne Winsor (video)  
Wesley Reynolds  
Carlos Cordova  
Shawna Hochanadel

**I. Approval of Agenda.** Judge Mitchell called the meeting to order at 9:32 a.m. The agenda was accepted as presented.

**II. Legislative Update.** Greg Saunders reported that Senate Bill 217 Data Breach Notification was tabled. House Bill 345 requiring AOC/JID to report to the National Instant Criminal Background Check System (NICS) for court adjudications that deny citizens the right to own firearms or ammunition is in the

final committee before it goes to the Governor. This procedure is already being performed by JID. The \$780,000 for Jury Enhancement will make it to the Governor's desk and hopefully will not be vetoed. The reauthorization of the monies for the Odyssey implementation of the Appellate Court will also go to the Governor for consent.

- Judge Mitchell explained that the shortfall of \$236,700 was put back into the general fund budget on the Senate side and is part of HB2. None of the new positions that AOC requested for JID were approved.
- Mr. Saunders noted despite the fact that JID will be going into the new fiscal year without the loss any of the general fund monies, additional costs to maintain operations will in effect cause a deficit in the JID budget.

### **III. Budget and Revenue.**

**JID Revenue Pipeline.** Lydia Romero presented the “*JID Revenue Pipeline*” and reported that last month the SCAF revenue (p 2) sent in by the district courts was unusually low, however this month the collections are significantly higher than usual balancing out last month. There were no collections the month of March for Red Light Camera (p 7). Ms. Romero informed JIFFY that Oscar Arevalo has been working with Grace Catanach to reduce some of the projected expenditures in SCAF. Ms. Catanach noted that at present, no Tyler charges that would be coming out of SCAF.

- Justice Maes inquired about the \$22,000 (p 8) unaudited carryover of e-filing revenue sharing and what was being done with those funds. Ms. Catanach explained that last January, several Tyler purchase orders were created for BCMC change orders and the \$22,000 was part of the largest change order which was not needed. Ms. Catanach and Mr. Arevalo agreed that this year that money would be set aside for equipment.

### **IV. CIO Report.** Presented by Greg Saunders.

**Staffing Changes.** Mr. Saunders introduced Tim Elsbrock, JID's new Deputy CIO. Mr. Elsbrock has worked in state government for the past seven years. Mr. Elsbrock related that he also worked for Sun Microsystems for a number of years and received his bachelors and MBA in the New Mexico State school system. Steve Johnson has joined JID to work with the Business Analysts on the Water Rights project. David Christianson is the new member of the Video Network Operations Team (VNOC) and will also be working on the Water Rights initiative. The Water Rights Developer position has not yet been filled.

**Request for Information (RFI).** The RFI for an updated judiciary public web presence is closed. Two contract vendors for the state of New Mexico have responded. JID managers will meet with both vendors and solicit bids based on the needs of the Judiciary and bring the results to JIFFY in the next few months. The monies for this project come from a special appropriation that is already in place.

**Reauthorization to Extend the Odyssey Appropriation for the Implementation of the Appellate Court.** The amendment to extend the Odyssey appropriation for the implementation of the Appellate Court is now part of HB2.

**E-Payments.** The collections from e-payments for one month totaled \$230,701.18. Renee Cascio informed JIFFY that JID staff would do a comparison analysis of the last year's collections to the e-payment collections, to find out if e-payments is generating more money or if citizens are simply paying online instead of at the courthouse.

**Supreme Court Odyssey Project.** The Supreme Court Odyssey implementation is proceeding on time and the first data push from Tyler will occur on Friday, March 20, 2015. The rollout is currently scheduled for June 2015. Following the Supreme Court rollout, the Appellate Court will begin the implementation process to Odyssey.

## **V. JIFFY Subcommittee Activities.**

**Odyssey Judges User Group (OJUG).** Judge Castleberry re-counted the Disposition Code Committee's purpose which is to reduce the number of

disposition codes and have them work for all levels of courts (magistrate, BCMC, district and trial). The Disposition Code Committee has completed their work on the codes and has reported back to OJUG. The updated recommendations will be sent to the members of OJUG and JIFFY for possible approval in April.

Judge Castleberry related that there was a report presented by an attorney from the Supreme Court concerning Habeas Corpus issues for data standards. Ms. Cascio added that Stephen Vigil discovered a number of courts were not following data standards. OJUG requested that a small committee be formed to review Mr. Vigil's recommendation, clarify the issues and bring back to OJUG and ultimately JIFFY, a final recommendation for habeas corpus petitions and how they are designated in Odyssey.

**Forms Committee.** Judge Mitchell stated that the Forms Committee did not meet this month; however the committee will meet in April the week after JIFFY.

**Online Access Subcommittee (OAS).** Judge Mitchell officially reauthorized OAS. The committee members as of this date will include Judge Karen Mitchell, Justice Petra Jimenez Maes, Judge Henry Alaniz, Judge Nan Nash, Judge Sarah Singleton, Tobie Fouratt, Weldon Neff, Greg Saunders, Tim Elsbrock and Joey Moya. The staff members are Artie Pepin and Renee Cascio. The committee will meet in April and part of the meeting will be spent bringing the new members up-to-date on the progress thus far. Mr. Saunders will inform the committee on the progress Tyler is making with Portal.

- Mr. Saunders noted that JID must examine what Tyler can produce and confirm that it is adaptable to the matrix developed by OAS.

***Action Item: Annie Hall to send out the most recent edition of Matrix with an explanation of the chart together with the Tyler handout on the Odyssey Portal to the members of the new Online Access Subcommittee(OAS).***

**Data Standards.** Judge Mitchell shared that Data Standards is being reconstituted and envisions a Data Standards Subcommittee which would include judges and clerks from all types and levels of courts. Under the committee would be subject matter experts who consider policies, procedures and standards. The subject matter

experts would have a representative from each of the different court divisions such as magistrate civil, magistrate criminal, district family and district criminal and would focus on the standards that were unique to their specific court category. These findings would be reported to the Data Standards Committee. The Data Standards Committee would then make their recommendations to JIFFY. JIFFY would take that information and produce a document that would go to the Supreme Court for approval. Hopefully, a number of the subject matter experts would also be on the Data Standards Committee. The first order may be to identify those standards that apply to all four types of courts.

- Renee Cascio and Jane Davenport wrote the data standards document and implementation instructions when this was undertaken more than two decades ago.

***Action Item: Renee Cascio and JID staff to develop a starting list of data standard recommendations and will include in that list any items that judges or court staff send in to Judge Mitchell.***

## **VI. Purchase Requests.**

**Tyler Purchase Order for Water Rights.** Mr. Saunders referred to the handout entitled “*Agenda Addition*” which denotes Water Law funds slated for data conversion from FACTS to Odyssey. The request is to spend \$25,000 between April 1 and June 30, 2015 and \$70, 280 between July 1, 2015 and June 30, 2016. These funds will be used for Tyler hours to do the data conversion from FACTS to Odyssey.

- Judge Mitchell clarified that district courts and AOC have their own budget and funding for IT expenditures. The Supreme Courts’ policy is that money spent on IT purchases, must come through JIFFY and be approved so that the situation does not occur where systems in individual courts are incompatible with the rest of the state. The purpose is to ensure that the entire state is utilizing the same system and that all equipment purchased is capable of running Odyssey programs and state email.

**Judge Castleberry moved to approve the expenditure of \$95, 280 from the Water Law fund between now and June 30, 2016 for Tyler hours in order to convert Water Law data from the FACTS system to Odyssey. Judge Kirk seconded. No opposition noted. Motion carried.**

**VII. Future Meetings.** The next meeting will be held on April 16, 9:30 a.m., at the Judicial Information Division in Santa Fe.

**VIII. Adjourn.** Judge Mitchell adjourned the meeting at 10:10 a.m.