

**Meeting Minutes of the 171st
Judicial Information Systems Council (“JIFFY”)
Judicial Information Division (“JID”)
Thursday, March 19, 2009
9:33 - 10:45 a.m.**

Voting Members present:

Judge Michael Bustamante, Chair
Judge Karen Mitchell, Vice Chair
Judge Richard Knowles (*via phone*)
Judge Clay Campbell
Judge Camille Martinez-Olguin
Judge Robert Corn
Juanita Duran (*via video*)
Jan Perry
Dennis Jontz
Robert Mead
Helen Miller

Voting Members absent:

Judge Alan Kirk
Maria Romero

JID Staff present:

Suzanne Winsor
Tom Edwards
Jerry Wise
Trixi Bubemyre
Renee Cascio
Jane Davenport
Grace Catanach

Non-Voting Members present:

Arthur Pepin
Steve Prisoc

Non-Voting Members absent:

Justice Petra Jimenez Maes
Pauline Toevs

Guests present:

Marcos Garcia (*1st District Court*)
Deborah Gutierrez (*2nd District Court*)
Dr. Julie Carroll (*Burger, Carroll & Assoc.*)
Oscar Arevalo (*AOC*)(*via video*)
Ken Wells (*AOC*)(*via video*)
Karen Janes (*AOC*)(*via video*)
Greg Ireland (*13th District Court*)
Jamie Goldberg (*13th District Court*)
Ted Bartz (*13th District Court*)

Minutes taken by: LaurieAnn Trujillo

Judge Michael Bustamante called the meeting to order at 9:33 a.m. and established a quorum.

I. Approval of Agenda

The agenda was accepted as presented.

Judge Bustamante introduced Judge Clay Campbell, the new JIFFY representative for the Second Judicial District Court (“Second”).

II. Budget and Revenue

Oscar Arevalo attended today's meeting via video conference. He reported that the two permanent full-time employee positions were added to HB2. Post-implementation language was stricken from the data processing appropriation. Program transfer was approved to re-balance the AOC budget. The downside is an additional 1% shave was taken from salaries and benefits. The contingency language was removed in section ten that tied the 1.5% cut to HB854, which is the PERA swap. This means that there is no mechanism in the house bill if it does not pass that the Judiciary would be able to get the money back into the budget. Arthur Pepin added that HB854 passed. There was a 1% shaving on salaries and benefits across the board for all judicial units on the General Fund. Mr. Arevalo voiced his concern if the governor vetoed HB854. He offered to communicate his concerns to the courts so they are aware of the overall cut on salaries and benefits.

There was discussion on the following points:

- Special session scheduled in May and the Judiciary preparing a contingency plan.
- Most desperate situations have been dealt with and most of the courts are aware of what is to come.
- The Second and the Bernalillo County Metropolitan Court. A furlough plan was submitted to Mr. Pepin for the Second.
- JID will not have to furlough.
- HB336 would increase mileage to .55¢, which would affect the Jury and Witness Fund.

JID Revenue Pipeline Report.

Fiscal Year 2009 Projection Report.

Mr. Arevalo reported that his staff had been working with Grace Catanach on the *JID Revenue Pipeline Report*, and it appeared that all of the cuts that were taken in 2009 got implemented. The possibility of his staff having to build upcoming projection reports. The Motor Vehicle Division ("MVD") and the magistrate court revenues are now up to date. He spoke of his projections. His staff will begin the audit process earlier this year and they hope to have it completed by October.

Legislative Report. Mr. Pepin began his report by distributing a photograph of the new Court of Appeals building. He spoke of the following:

- HB263 is the civil filing fee increase and is very important to the Judiciary to fund the case management system. He does not anticipate any problems with this bill passing.
- SB519 is the red light camera bill. It would cut in half the revenue that should come to the Facility Fund from Albuquerque, however, for all cities outside of Albuquerque that run a red light camera program, it would take the revenue and split it 50/50 (the City would receive 50% and the other 50% is divided up in various odd ways, with 65% of that 50% going to the SCAF fund). He spoke of the City of Las Cruces' experience when it ran its cameras for two weeks. This bill is currently with the governor.
- SB277 would create the electronic filing fund. This bill is on the Senate floor today, along with HB263.

- The AOC will work with the MVD to address issues relative to data and fund transfers in hopes of coming up with legislative proposals for the next session.

Judge Bustamante commended the AOC staff that performed legislative work this session. Mr. Pepin noted that there had been a significant amount of assistance from the Supreme Court justices. Judge Robert Corn commended the State Bar of New Mexico for their assistance with HB277.

III. JIFFY Sub-Committee Activities

Judges User Group. The Judges User Group did not meet in March.

Public Access Subcommittee. Judge Karen Mitchell reported that the Public Access Subcommittee (“PAS”) did not meet in March. Their next meeting will be on April 14th at 1:00 p.m. in the JID Training Rooms to accommodate a public comment period. The draft PAS document is too preliminary to distribute at this point.

Action Item: Mr. Pepin offered that when he addressed the bench/bar media next Thursday, he would invite them to the PAS meetings.

Odyssey Steering Committee. Judge Mitchell reported on the following points:

- The Odyssey Steering Committee (“OSC”) met yesterday.
- Odyssey rollout continues to be successful in Las Vegas.
- Fred Sena of the Fourth Judicial District Court (“Fourth”) offered the Fourth’s staff to act as a help desk resource to assist JID Staff as other courts come online.
- The Moriarty Magistrate Court is still on schedule for Odyssey rollout on April 27th.
- New conversion problems that JID Staff are working through with Tyler Technologies (“Tyler”). Differences were anticipated between district court conversion and magistrate court conversion.
- Due to the upcoming electronic citations project, OSC voted that the next court to go live after the Moriarty Magistrate Court would be the Roswell Magistrate Court followed by the Roswell District Court.
- JID Staff continue to be asked to do more and more with the same resources. Some of the major projects include the Odyssey rollout, the electronic citations project and the upcoming electronic filing project. Added projects will mean a longer Odyssey system rollout schedule. Any help the courts can provide to JID Staff would be appreciated.
- OSC agreed to ask Tyler to provide an estimate for building an interface with an electronic citations system.
- Most magistrate courts will close for a week during Odyssey training. The possibility of district courts closing was discussed.

Judge Corn moved to approve OSC’s recommendation for Tyler to provide an estimate on the cost to build an electronic citations’ interface, so long as HB 263 is enacted and signed by the governor. Robert Mead seconded. Judge Corn explained that the electronic citations’

vendor would be responsible for figuring out how to get the key into the interface that is built by Tyler. **No further discussion. No opposition noted. Motion carried.**

Action Item: Per OSC, Mr. Pepin will talk to the Supreme Court justices about their thoughts on closing district courts when Odyssey is rolled out.

There was discussion on the following points:

- The Odyssey rollout schedule.
- The Second's plans for Odyssey training.
- Magistrate courts.
- Allowing JID Staff to plan the Odyssey training.
- Limiting factors in training (class size and hardware).
- Dr. Julie Carroll of Burger, Carroll & Associates noted that she is pleased that things are progressing well.
- Scope changes that JIFFY and the Supreme Court need to be aware of if the Odyssey rollout takes longer to complete.
- The Second's offer to Steve Prisoc to provide analysts and developers from the Second to assist with the Odyssey rollout.
- Concerns with courts placing pressure on JIFFY and JID Staff relative to the rollout schedule.
- The vendors selected for the electronic filing project and the electronic citations' project—these vendors would carry most of burden relative to these projects.
- Interest from legislators to see the Odyssey system in operation.

Action Item: After the session, Mr. Pepin offered to arrange a date for JID Staff to provide interested legislators with a demonstration of the Odyssey system.

Action Item: Judge Bustamante asked Mr. Prisoc to inform the Chief Judges Council of the discussions held today relative to the Odyssey rollout.

E-Filing Subcommittee. Mr. Prisoc advised that the E-Filing Subcommittee (“EFS”) did not hold a meeting this month because they wanted to see if the electronic filing bill passed so they can proceed. He has a meeting scheduled tomorrow with a representative from Lexis Nexis.

IV. CIO Report. Mr. Prisoc reported the following:

- He explained the document entitled *DWI Cases Disposed for Calendar Years 1997 through 2008*. He asked that this report be kept confidential as it has not been published. He asked JIFFY members to review the document and let him know of anything that may be a problem prior to the publication of the report.
- At JIFFY's direction, JID Staff are now posting the OSC and PAS agendas and approved minutes to the outside Judiciary website.
- The Department of Information Technology (“DoIT”) verbally agreed to reimburse all courts for the internet charges back to July 1, 2008.

- The Judiciary is completely up with Qwest for all internet services.
- Data Center Upgrade project price increase of \$35,000 is a reasonable cost.
- The web template that JIFFY approved last month is now being implemented by the JID Development Team. The web master position will not be filled at this time. He received a compliment from Representative Park on the Judiciary's website.
- JID Staff are now blocking the entire social networking sites category due to limited bandwidth.
- JID Staff have successfully moved the Judiciary's DSL sites to Windstream and the various other local client communication providers throughout the state. He hopes that some of the IT funds coming from the stimulus package will help New Mexico with bandwidth.
- JID is now on the Qwest metropolitan Ethernet, and JID Staff intend to have that fully operational within the next few weeks. He spoke of the benefits involved.
- Last month, the Judiciary's SPAM blocking service blocked 1,529 viruses. The Judiciary's incoming SPAM blocking dropped from 1.1 million to 781,000.
- He referred to last month's discussion on the various projects that JID Staff are involved in. JID Staff are willing to do anything that JIFFY directs them to do. JID Staff are excited by new projects and new technology, but they cannot automatically fit new projects into the schedule. JID Staff will work on new projects; however, new projects will push other projects out because JID Staff are at capacity. The Judiciary cannot afford to burnout the fine people at JID. JID Staff are doing an extraordinary job. JID Staff have never delivered so much to the courts as they are delivering now. JID Staff are delivering far more value to the courts than other IT organizations in this state. He is very proud of JID Staff.

Mr. Pepin commended Mr. Prisoc for negotiating the DoIT internet access fee refund for the courts.

Action Item: Mr. Prisoc asked JIFFY members to carefully review the document entitled "DWI Cases Disposed for Calendar Years 1997 through 2008" and provide him with feedback before the report is published.

Action Item: In May, Mr. Prisoc offered to provide JIFFY and interested legislators with a tour of the JID computer room.

V. Purchase Requests

Desktop computers for the Tenth Judicial District. Mr. Prisoc explained that the Tenth Judicial District Court ("Tenth") would like to purchase new computers in conjunction with JID Staff. The new computers would replace existing computers. Mr. Prisoc supported the purchase because JID would not have to fund the replacement of the Tenth's computers. He asked that JIFFY authorize the Tenth a spending ceiling of \$15,000. He added that the cost could be lower with JID Staff's assistance.

Judge Mitchell moved to approve the Tenth's request to purchase replacement computers not to exceed \$15,000. Judge Corn seconded. No further discussion. No opposition noted. Motion carried.

(Item not on agenda) **Purchase Request from the First Judicial District.** Mr. Prisoc reported that since JID published the JIFFY agenda, a purchase request was received from the First Judicial District Court ("First"). He referred to the JIFFY supplemental meeting packet which contained the quotation for \$20,220.73 (server-\$7,877.83; Powervault rack system-\$5,692.02; a Powervault autoloader-\$6,650.88). The First will work closely with JID Staff, and he expects that JID Staff could receive a lower quote for these items. He asked for a spending ceiling of \$25,000. He supported the purchase because it saves JID from having to purchase this equipment for the First.

Mr. Mead moved to approve the First's request for \$25,000. Judge Corn seconded. JID Staff will pick up and recycle the old computers. The First's server will be used for imaging and storage of FTR. No further discussion. No opposition noted. Motion carried.

VI. Review and Approval

Update on Second Judicial District's EDMS Project. Juanita Duran advised that the Second is awaiting a proposal from Tyler on the options for EDMS. Tom Edwards advised that due to Tyler's resource constraints, he could not provide a specific date on when Tyler would submit their estimate to the Second. Ms. Duran noted that the Second is refining their archive writer process with the State Records and Archives.

The next meeting will be held on Thursday, April 16, 2009 at 9:30 a.m. at JID.

VII. Adjourn. Judge Bustamante adjourned today's meeting at 10:45 a.m.

IX. Additional Attachments

Project Status Reports. There was no discussion relative to the *Project Status Reports*, which were attached to the JIFFY agenda.

Final Minutes Approved by Judge Bustamante on March 30, 2009.