

Judicial Information System Council Meeting (JIFFY)  
Meeting Minutes  
Judicial Information Division (JID)  
Thursday, November 15, 2012  
9:38 - 11:42 a.m.

**Voting Members Present:**

Judge Michael Bustamante, Chair  
Judge Karen Mitchell, Vice Chair  
Judge Stan Whitaker  
Judge Duane Castleberry  
Judge Camille Martinez-Olguin (video)  
Judge Judith Nakamura  
Greg Ireland  
Tobias Fouratt  
Robert Mead

**Non-Voting Members Present:**

Steve Prisoc  
Renee Cascio

**Guests Present:**

Oscar Arevalo  
Judge Gary Clingman  
Orlando Ulibarri (video)  
Frank DiMaggio (video)  
Lydia Romero  
Marcos Garcia  
Deb Williamson  
Bill Hopkinson  
Nick Behrmann  
Judge Sharon Walton  
Karen Janes  
Judge Albert Mitchell (video)

**JID Staff Present:**

Marlin Mackey  
Grace Catanach  
Annie Hall  
Carlos Cordova  
Pat Mente

**I. Approval of Agenda:** Judge Bustamante called the meeting to order at 9:38 a.m. The agenda was accepted as presented.

**II. Budget and Revenue:**

**JID Revenue Pipeline.** Oscar Arevalo presented the SCAF Cash Flow Projections chart and reported that revenue was up for October but compared to last year the totals are still down approximately \$27,000. The Red Light Camera funds from Las Cruces and Rio Rancho totaled \$128,000 for this quarter. If this trend continues, the yearly total will reach \$500,000 for the year. Mr. Arevalo also reported that by the end of the year, the e-filing fund balance will be approximately \$52,000. Steve Prisoc stated that the expectation is that all of the Odyssey maintenance costs for the year will be covered by the revenue generated through e-filing. Mr. Prisoc reported that yesterday, the Budget Committee approved the purchase of Session Works for \$200,000 which means that maintenance costs will be going up next year. Consequently, Session Works and the Odyssey maintenance costs will consume all of the funds generated through e-filing.

### **III. Jiffy Subcommittee Activities:**

**Odyssey Charge Code Committee.** Judge Karen Mitchell reported that the Odyssey Charge Code Committee met on November 14, 2012.

The three issues that were discussed at the Charge Code Committee meeting on November 14 were brought before Odyssey Judges User Group and all were in favor of the changes that the committee recommended. The committee agreed that all of the changes need to be agreed upon first and then policies put in place. This way as each section is being revised, all of the changes for that section will be done at one time and it will eliminate the need to go back over the same part of the table numerous times.

The three recommendations of the Charge Code Committee are as follows:

- Eliminate leading zeros in order to have the Odyssey table look identical to statute.
- Where appropriate, add a generic or an open count charge, the ability to charge by statute not by subsection.
- Changing the way Attempt, Solicitation and Conspiracy charges are shown in the charge code table. Both statutes would be listed, the conspiracy charge and whatever the defendant was conspiring to commit.

Brandy Toward from the AODA's office attended the Charge Code Committee meeting and did not think that these recommendations would meet with opposition from the District Attorneys.

Judge Mitchell stated that these issues are not problematic in the district courts as the district attorneys use the four letter codes when filing complaints. These issues need to be addressed in the courts of limited jurisdiction and one of the reasons why this is so critical is so that the metro codes can be appropriately mapped to the charge code. Having these policies and procedures in place will simplify the process when future laws are enacted or more charges are added to the table. Judge Mitchell explained that the open charges are a way to minimize the decisions the clerks have to make. Judge Walton stated that the open charges are a way to get the charge into the system and that if the charge is too specific, it can create inaccuracies. Judge Mitchell pointed out that without the open count charge count, in some instances, the clerk may have to choose from as many as 49 different specific charges. Judge Mitchell further explained that when a level of specificity is needed, Odyssey can be set up so that a financial sentence cannot be entered to a specific charge.

**Judge Mitchell moved to approve the elimination of the leading zeros, adding open charges where appropriate and revise the Attempt, Conspiracy and Solicitation issues to accurately and legally reflect the statutes. Judge Whitaker seconded. No further discussion. No opposition noted. Motion carried.**

**The next Charge Code Committee meeting will be held on Wednesday, December 19 at 2:00 p.m. at Metro Court in Albuquerque.**

**Odyssey Judges User Group.** Odyssey Judges User Group met on Thursday, November 15, 2012 at 8:00a.m.

A subcommittee was created to go over general disposition codes. The members of the disposition code subcommittee are Judge Maurine Laney, Judge Sharon Walton, Judge Duane Castleberry, Judge Stan Whitaker, Judge Camille Martinez-Olguin, Karen Janes, Tobie Fouratt, Crystal Bradford, Renee Cascio or designee and possibly Judge Raymond Ortiz or designee. Judge Eugenio Mathis will chair the committee. The 2<sup>nd</sup> Judicial District brought up the issue of Registry and Non-Registry DV codes. The subcommittee will examine the Domestic Violence registry codes and eliminate or simplify codes as needed as a result of the changes in federal law.

#### **IV. CIO Report:**

**Legislative Finance Committee.** Steve Prisoc reported that the AOC presented its budget to the Legislative Finance Committee and the FY14 budget includes significant increases in the JID budget. Raises for court staff is also a top priority as the level of training and expertise has been elevated due to the conversion to Odyssey. Mr. Prisoc stated that the comments by legislators were overwhelmingly positive, and he is optimistic that the LFC will be supportive of AOC's budget requests, which would allow JID to fill vacant positions. Oscar Arevalo explained that the general fund had not been reconciled since the implementation of PeopleSoft because agencies wanted to keep their old processes in place. JID and AOC are waiting for the rest of the state IT divisions to get caught up and this puts the programs initiated by JID in a very positive light.

**Project Capacity.** Mr. Prisoc stated that the number of JID projects must be limited in order to allow for staff to take some time off and regroup after the last four years' initiatives. Mr. Prisoc cautioned the committee to carefully consider the implications surrounding new IT projects. New projects, even small ones, require a thorough feasibility analysis, a structured project plan and sound management in order to achieve success, and as a matter of course, projects require long term support obligations. Mr. Prisoc informed the committee that the failure rate for IT projects, private and public is upwards of 66%.

**Project Management.** Mr. Prisoc stated that the key to successful projects (ones that are delivered on time and with all features intact) is good governance and exceptional project management as exemplified by the Odyssey management team led by Marlin Mackey. Mr. Prisoc informed the committee that Tyler has committed to delivering essential needed features and firm delivery dates for Metro Court.

**Metro Court Conversion.** Judge Nakamura reported that meetings had been held with the Metro Odyssey committee, Steve Prisoc and Marlin Mackey wherein a conversion plan was worked out. Discussions are being held which center around having the Metro rollout occur simultaneously with Session Works for the judges. Judge Nakamura explained that if Odyssey were to be down, that the judges would still be able to hold court that day, as the cases for that day would have been downloaded onto their computers the night before by the Session Works program.

**Odyssey Slowdowns and Outages.** Greg Ireland inquired as to the recent notices being sent regarding Odyssey slowdowns and outages. Steve Prisoc explained that these notices

are being sent to JIFFY and Odyssey Users even if they affect only one court, or are merely slowdowns, e-filing or internal alarms and not statewide outages and that Odyssey is up a much larger percentage of the time than what the emails being sent out appears to indicate. Marlin Mackey reported that when the Odyssey problem tickets are sent to Tyler, they are more difficult to resolve using V9. When the conversion to V12 happens, these slowdowns and interruptions in service should be less frequent and easier to resolve.

***Action Item: Steve Prisoc will communicate with the courts and explain the Odyssey slowdowns and outages and the future plans to alleviate most of the problems that have occurred up to this point.***

**Odyssey Steering Committee.** Judge Mitchell stated that OSC will meet in January to celebrate the completion of the original Odyssey project, discuss lessons learned and to address and prioritize the Parking Lot issues.

**Odyssey Post Operation Committee.** Mr. Prisoc presented the handout entitled “Present and Possible Future Judicial Information Technology Projects Based on the Odyssey Infrastructure,” the Odyssey Parking Lot List - November 13, 2012 and the Odyssey Parking Plan. Mr. Prisoc made it clear that it would not be possible to do all of the E-initiatives and the Parking Lot list and requested that JIFFY decide which projects to pursue and in what order. Mr. Prisoc explained that with every project that is selected for implementation, a needs analysis, a feasibility analysis, a project charter and a project plan must be developed. This is where the subcommittee of JIFFY would be needed to oversee each of the “E” projects selected.

**E-Payments.** E-Payments was implemented through the Municipal Services Bureau in some of magistrate courts and they have experienced numerous problems with the workings of the program and it is not currently configured to interface with Odyssey. Mr. Prisoc explained that a vendor must be selected which can offer full integration with Odyssey in order to have the ability to utilize this system in the magistrate, Metro and district courts.

**E-Filing.** Mr. Prisoc reported that the E-Filing rollout completion date is scheduled for March 25, 2013.

**Judge Mitchell moved to approve JIFFY adopting E-Payments as an initiative for the magistrate court system. Judge Castleberry seconded. No opposition noted. Motion carried.**

**V. Adjourn.** Judge Bustamante announced that there would be no meeting in December. The next meeting will be held on January 17, 2013 at JID. Judge Bustamante adjourned the meeting at 11:42 a.m.

