

Odyssey Steering Committee (OSC)
Meeting Minutes
Judicial Information Division
Wednesday, July 17, 2013
2:16 -3:50 p.m.

Executive Subcommittee Members Present:

Judge Karen Mitchell, Chair
Steve Prisoc
Tom Feilmeier
Judge Michael Bustamante
Chief Justice Petra Jimenez-Maes
Artie Pepin

JID Staff Present:

Helen Miller
Trixi Bubemyre
Annie Hall

Guests Present:

Deb Williamson

Voting Members Present:

Tobie Fouratt
Judge Sharon Walton (video)
Wendy Jones
Judge Richard Knowles (phone)
Judge Duane Castleberry (video)
Arlene Baca
Renee Cascio
Lisa Farnum
Oscar Arevalo
Karen Janes
Judge Sarah Singleton (video)
Jamie Goldberg
Madeline Garcia (phone)

I. Approval of Agenda. Judge Mitchell called the meeting to order at 2:16 p.m. The agenda was accepted as presented.

II. Administrative Report.

Email Outage. Steve Prisoc reported that the entire email system failed on July 11, 2013 and email was restored on Monday July 15, 2013. A Hot Site for email would not have prevented the problem. Mr. Prisoc recognized Sam Noble and Dan Barber for their hard work and long hours to restore the system. Del, Compellent and Zimbra offered technical assistance in the restoration of the email system. Because a zimbra archive had been installed on a server a few years back, no emails appear to have been lost.

Odyssey Performance Issues. It was expected that Odyssey V12 would dramatically improve performance and it has not lived up to that expectation. Other states who are on V12 have reported similar issues. Daily reboots at 5:00 a.m. are being performed to counter Odyssey process crashes. Mr. Prisoc and Artie Pepin are planning a trip to Plano to meet with Tyler management concerning V12 and other Odyssey issues.

Other Odyssey Developments. Tyler has developed a system where Proposed Orders would become a part of the e-filing system. A self-represented litigant module has been developed by Tyler which would give the litigant the ability to access e-filing at no additional cost to the courts.

III. Master Schedule. Tom Feilmeier reported that JID and BCMC would like to move the tentative go-live date for the Metropolitan Odyssey rollout to February 28-March 3, 2014, utilizing the in-house solution for Traffic Arraignment. Two of the most significant risks to the schedule of the Metropolitan Odyssey implementation are Traffic Arraignment and the forty- one external agency interfaces with the AS400.

Data Conversion. Three Metro Odyssey data conversions have been tested and there are two more scheduled before the go-live which is proceeding as expected. At this point in the project no table changes can be made, in order for the project to move forward successfully.

Configuration. The Metro Odyssey configurations are ninety five percent complete. Once configurations are complete the data entry trials can begin.

Training. Prelaunch training for go-live will be moved to January/ February 2014 and there will be four week long sessions. Each session will provide training for sixty to seventy people, which will double the amount and cost of training.

Forms. The first set of forty forms is in development and the second set should be finalized by next week. Prioritization of internal reports and forms that judges and staff can use to manage the case load and keep cases moving quickly will be placed at the top of the Parking Lot and addressed in April of 2014.

Risks/Issues. Browse Docket poses a risk to the go-live date with regards to possible loss of development staff.

- Traffic Arraignment is still a risk; however, there is a working plan of action in place which lowers the risk factor.
- The Interview Application web app (for persons on probation) is not functional in Odyssey at this time. Analysis is being done on the BCMC Supervision Module to determine if it can replace the interview application. Renee Cascio mentioned that the application that refers to conflicts of interest between judges and attorneys will have to be written externally to Odyssey.
- Steve Prisoc emphasized that lack of availability of key staff is a considerable risk for the project as the turnover rate for BCMC IT staff the past eighteen months was seventy percent.

Financials. The funds remaining for the project are in the range of \$260,000-\$270,000, which will carry the project to the end of October. This means that a portion of the Computer Enhancement funds (\$310,000) will have to be used to complete the rollout.

IV & V. Steve Prisoc reported for Nick Behrmann who was unable to attend JIFFY that the June IV & V report was overwhelmingly positive.

Arlene Baca moved to approve the new go-live date for the Metropolitan Odyssey rollout to Feb 28-March 3, 2014. Judge Knowles seconded. No opposition noted. Motion carried.

Jamie Goldberg moved to not renew the IV&V contract with Burger Carroll and Associates. Karen Janes seconded. No opposition noted. Motion carried.

IV. Requests.

Change of Date for OSC. Due to schedule conflicts with CTC and the Magistrate Conference, Judge Mitchell called for a motion on whether to cancel the September OSC meeting and the motion carried. It was agreed that an emergency meeting could be convened if necessary.

Karen Janes moved to cancel the September 18, 2013 Odyssey Steering Committee meeting due to schedule conflicts with CTC and the Magistrate Conference. Lisa Farnum seconded. No opposition noted. Motion carried.

V. Future Meetings. The next meeting will be held on Wednesday, August 14, 2013, 2:00 p.m. at JID in Santa Fe.

VI. Adjourn. Judge Mitchell adjourned the meeting at 3:50 p.m.