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Montana Judicial Branch

Information Technology Strategic Plan

2013

Commission on Technology
October 2012

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www.courts.mt.gov

The Montana Judicial Branch Information Technology Strategic Plan was prepared for the Montana Judicial Branch by the Commission on Technology. The Commission was established by order of the Supreme Court on January 29, 2002. The members, appointed by the Court, serve a three-year staggered term. The current members are as follows:

Hon. Brian Morris, Supreme Court Justice, Commission Chair

Hon. Randal Spaulding, District Court Judge, 14th Judicial District

Hon. Gregory Mohr, Justice of the Peace, Richland County

Hon. Larry Carver, Justice of the Peace, Judith Basin County

Rep. Galen Hollenbaugh

Ed Smith, Clerk of the Supreme Court

Peg Allison, Clerk of the District Court, Flathead County

Beth McLaughlin, Supreme Court Administrator

Judy Meadows, State Law Librarian

Christopher Manos, Executive Director, State Bar of Montana

P. Mars Scott, Public Member

Profile: Montana Judicial Branch

Article VII of the Constitution of the State of Montana provides that the "judicial power of the state is vested in one supreme court, district courts, justice courts, and such other courts as may be provided by law." The Montana Judicial Branch also includes special jurisdiction courts created by the Montana Legislature.

The Judiciary

Supreme Court

The Montana Supreme Court consists of six justices and one chief justice. All seven justices are elected via non-partisan statewide elections. The Montana Constitution grants the Supreme Court the authority to hear appeals from all District Courts. It also authorizes the Supreme Court to exercise original jurisdiction over some legal actions.

District Courts

District Courts in Montana are courts of general jurisdiction with authority over felony criminal cases and a variety of civil cases, including domestic relations matters. The Districts Courts also serve as Montana's Youth Courts. Montana has 46 district court judges in 22 judicial districts. The District Courts serve citizens in all 56 of Montana's counties and district court judges have more than 400 years of combined experience on the bench.

Courts of Limited Jurisdiction

The Montana Courts of Limited Jurisdiction include 151 justice, city and municipal courts. Limited jurisdiction courts are the courts most often accessed by citizens of the state. These courts handle a variety of matters both criminal and civil in nature.

Special Jurisdiction Courts

Water Court -- Montana's Water Court was created by the 1979 Legislature to expedite and facilitate the statewide adjudication of over 219,000 state law-based water rights and Federal and Indian reserved water rights claims. The Water Court, presided over by two judges, has exclusive jurisdiction over the adjudication of water rights claims.

Workers' Compensation Court -- Created in 1975 by the Legislature, the Workers' Compensation Court (WCC) resolves disputes arising under the Workers' Compensation Act as well as disputes involving independent contractor exemptions and employment preferences. Presided over by one judge, the WCC conducts trials statewide and decides requests for judicial review from final orders of the Montana Department of Labor and Industry.

Offices of the Judicial Branch

The Montana Judiciary is supported by the Office of the Clerk of the Supreme Court, the Office of Court Administrator, the State Law Library, and the Clerks of the District Courts.

Office of the Clerk of the Supreme Court -- The Clerk of the Supreme Court is a statewide official elected on a partisan ballot to a six-year term. The Clerk conducts the business of the Court and serves as the liaison between the public, attorneys, and the Supreme Court. By statutory authority, the Clerk's office controls the docket and filings, manages the appellate process, and is the custodian of all legal records for the public and the Court. Additionally, the Clerk's office administers appellate mediation, maintains the official roll of Montana attorneys, and is responsible for licensing Montana's 3,700 attorneys.

Office of Court Administrator is the administrative office of the Supreme Court and is responsible for providing administrative services to the Judicial Branch. Services are provided to the Branch through three primary divisions: Court Services, Budget and Finance, and Information Technology.

State Law Library is the primary information provider for the citizens of Montana who are in need of legal information. The staff responds quickly and appropriately by delivering either in print or digital format what is requested. No legal advice is given, but explanations of process, procedure, and the history of laws is given readily. The Library's collection of over 200,000 hard copy items is supplemented by electronic licenses on various legal topics. The State Law Library also maintains a self-help center, which it staffs in partnership with the Court Help – Montana Legal Services AmeriCorp Program.

Clerks of the District Courts are independently elected county officials who serve as the custodian of the district court record and jury commissioner for the county in which they reside. There are 56 Clerks of the District Courts.

PROFILE: JUDICIAL BRANCH INFORMATION TECHNOLOGY

In 2002, the Supreme Court established the Commission on Technology to address the many challenges facing the Montana Judicial Branch related to outdated IT infrastructure, obsolete or declining installed hardware and operating systems, and obsolete major applications. The Commission on Technology crafts the strategic plan for information technology in the Judicial Branch. The Commission is aided in this effort by several other committees that provide input and guidance to improve the court technology program. These committees include the Automation Committee of the Commission on Courts of Limited Jurisdiction and the Automation Committee of the Montana Association of District Court Clerks.

On a day-to-day basis, the Information Technology Division of the Supreme Court's Office of Court Administrator is responsible for the tactical activities necessary to implement the plan. These activities include the development, acquisition and training of court case management systems, the acquisition and deployment of the necessary computer hardware to support the case management systems, maintenance of the Judicial Branch website, and arranging for network connectivity to facilitate remote support, research and electronic information exchange. In addition, the Division provides support for a variety of other technologies used in the courtroom, e.g., interactive video, court reporting and recording, and bench applications (sound systems, evidence display, etc.).

- The Montana Judicial Branch consists of 943 individuals. Approximately 431 are state employees and 512 are local government employees.
- Eighteen positions (18.0 FTE) provide information technology services to the Branch.
- Court locations exist in all 56 Montana counties.
- Three case management systems are supported: C-Track (Supreme Court); Juvenile Case Assessment and Tracking System (Youth Courts) and FullCourt (Courts of Limited Jurisdiction and District Courts).
- The Judicial Branch's operating budget for FY12 was $38,164,974. The IT budget as a percent of the total was 10%.
- In FY 2012, court generated fines, fees, and forfeitures deposited into the state general fund amounted to $9.7 million with $1.56 million being generated from the Court IT surcharge.

INFORMATION TECHNOLOGY ACCOMPLISHMENTS: 2006-2012

The Commission on Technology adopted the third Judicial Branch Information Technology Strategic Plan in November 2009. The plan is the blueprint for court technology initiatives in the Judicial Branch and the success of the Court information technology program is a direct result of the strategic vision articulated in the plan, support of Judicial Branch members, and the support from Montana Executive and Legislative Branches. The following lists the information technology goals and accomplishments from the 2006 and 2010 Plan:

- Deployed the Supreme Court module and document imaging subsystem of the C-Track Appellate Case Management System.

- Procured funding for a statewide license of a common case management system, jury management system and document imaging system for all Courts of Limited Jurisdiction and District Courts.

- Developed a Court Central Repository of all Courts of Limited Jurisdiction data. The Repository is designed for catastrophic backup and recovery, agency to agency data exchanges and information sharing, and the improvement of data quality.

- Developed and deployed to the 12 most urban Montana counties electronic exchange of traffic disposition data to the Department of Justice, Motor Vehicle Division.

- Advanced a funding proposal to fund network connectivity and office productivity tools for Judicial Branch courts and offices.

- Advanced a funding proposal to maintain a 5-year computer and server replacement cycle.

- Piloted and fully deployed the FullCourt case management system and document imaging subsystem in all 56 District Courts including replication of court case data to the District Court Central Repository. The Repository is designed for catastrophic backup and recovery, agency to agency data exchanges and information sharing, and the improvement of data quality.

- Developed and deployed a jury management system in Montana based on the functional specifications established by the HB 540 Task Force and Jury Track Team of the Montana Association of Clerks of District Court.

- Developed rules for Access to Court Records adopted by the Supreme Court in 2007. A substantial educational effort regarding the access rules was spearheaded by the Access Task Force. The rules were suspended in October 2010 by the Supreme Court, however, it is acknowledged that the main privacy elements of the rules are now included in the Rules of Civil and Appellate Procedure.

- The Electronic Filing Task Force and working groups defined the functional requirements for electronic filing in the State of Montana and funding was secured to implement a pilot e-filing system.

- Working in conjunction with the Montana Highway Patrol (MHP), developed a specification, piloted, and fully deployed the electronic filing of the MHP SmartCop E-citations to the Justice Courts' FullCourt system.

- Developed and deployed the Supreme Court Public Docket and Daily Order search. The Public Docket and Daily Order search are located on the Judicial Branch's website and are connected to the docket of the Supreme Court and a significant case index to decisions of the Montana Water Court.

- In collaboration with the Information Technology Services Division of the Department of Administration provided upgraded multi-protocol circuits to all courthouses in Montana to support quality data and video services.

- Expanded video services to the county courthouses in Broadwater, Deer Lodge, Madison, Sweet Grass, Pondera, Teton, Sanders, Carbon, Mineral, Chouteau, Judith Basin, Wheatland, Sheridan, Big Horn, Prairie, McCone, Carter, Powder River, and Garfield Counties and to the Water court. In 2011 and 2012 provided updated equipment to the majority of the above mentioned sites.

- Continued updating antiquated equipment in use by 44 court reporters and electronic transcriptionists throughout the state.

- Provided upgraded sound systems in 21 courtrooms located throughout the state. Installed new, supplementary or upgraded audio systems in the following counties: Richland, Dawson, Beaverhead, Gallatin, Yellowstone, Ravalli, Madison, Valley, Phillips, Lincoln, Flathead, Anaconda, Glacier, Toole and Pondera.

- Advanced a funding proposal to the 2013 Legislative Session for the remaining Courtroom Technology Improvements and Additions, as well as a proposal for a Video Conferencing Solution for the 7 rural counties in Montana without video conferencing.

- Developed a Dashboard for District Court judges detailing case management data.

- Developed a Clerks of District Court Active Case Utility allowing monitoring, analysis and management of cases on a regular basis.

- Developed a fresh dynamic and friendly courts.mt.gov website that more fluently serves the needs of the general public, and attorney/judges.

- Ongoing development and testing of a court SharePoint site designed for effective business collaboration, content management, and sharing of intranet and internet sites.

- Completed a Request for Proposal process resulting in the successful selection of an E-Filing Vendor and contract award for development and implementation of a Montana Courts' Statewide E-Filing Initiative.

- Implemented a COLJ Judges LISTSERV and a COLJ Clerks LISTSERV application as a group communication vehicle.

- Implemented a comprehensive centralized backup (AHSAY) for District Courts, Limited Courts, Juvenile Probation, OCA, Law Library, Clerk of the Supreme Court, and the Supreme Court Justices.

- Procured Cloud Computing Software (AZURE) with the intended goal of developing an archive strategy and policies for Court Reporters' Records Management.

- Developed a Drug Court Recidivism Module hosted on the OCA's collaboration website. The module was designed to easily extract recidivism data and statistics for legislative purposes.

- Updated the platform and database environment of the Juvenile Court Assessment and Tracking System (JCATS). The update was funded through a congressional earmark. This has allowed the Branch to move from a data collection only system to a case management system. The system is programmed to track recidivism, automate restitution payments to victims, and automate case planning.

- Developed and piloted in the Lewis and Clark County District Court and the Missoula County District Court electronic exchanges of Integrated Justice Information Exchanges, specifically Notice of Charges Filed, Notice of Hearing and Hearing Results, and Court Orders.

- Piloted and started statewide rollout of roadside payments in conjunction with the MHP electronic citations allowing payment of citation bond in the MHP car.

- Piloted and deployed statewide implementation of an online payment system, CitePay, for all Courts of Limited Jurisdiction allowing defendants to make fine and fee payments online.

- Testing of a newly designed online payment functionality allowing defendants, or representatives of, to pay bonds on warrants at the jail using Citepay.

- Deployed the jury management system to 46 of the Courts of Limited Jurisdiction.

Judicial Branch Information Technology Survey

The Judicial Branch Information Technology Survey is an important tool used by the Commission to evaluate the importance of emerging technologies and to evaluate at a statewide level the quality of service provided by the Court Technology Program. The survey is sent to all Supreme Court Justices, the Clerk of the Supreme Court, District Court Judges, Chief Water Judge, Court of Limited Jurisdiction Judges, Courts of Limited Jurisdiction Clerks, Chief Probation Officers, Clerks of the District Court, and managers of the Law Library and Office of Court Administrator.

Information Technology Survey – Satisfaction and Performance

The first part of the survey measures Judicial Branch satisfaction and performance of the Court Technology Program. Table 1.1 and 1.2 provide the results of the satisfaction and performance section of the survey. Please note that Table 1.1 is an exact comparison between the 2009 and 2012 technology survey. Table 1.2 shows a comparison including Courts of Limited Jurisdiction Clerks (this group of users has not previously been included in the survey).

Table 1.1 -- 2012 Court Technology Program: Satisfaction and Performance Survey Exact Comparison with 2009 Survey – COLJ Clerks not Included

Area of Support	DC Judges	DC Clerks	Chief JPO's	COLJ Judges	Supreme Court & Clerk	2012 Average	2009 Average	Change
IT Support	1.86	1.55	1.56	1.61	1.42	1.60	1.59	-0.01
Hardware/Software Upgrades	1.94	1.87	1.88	2.04	1.56	1.86	1.83	-0.03
Courtroom Technology	2.24					2.24	1.88	-0.36
Network Connectivity	2.06	1.66	1.75	1.82	1.70	1.80	1.73	-0.07
CASE MANAGEMENT TRAINING								
Fullcourt Training		1.82		1.72		1.77	1.85	0.08
JCATS Training			1.69			1.69	1.68	-0.01
JCATS-BOT Training			1.75			1.75	1.89	0.14
C-Track Training					1.58	1.58	1.50	-0.08

IT Support Key: **1=More than adequate** **2=Adequate** **3=Inadequate**

Table 1.2 -- 2012 Court Technology Program: Satisfaction and Performance Survey Comparison with 2009 Survey – *Inclusion of COLJ Clerks*

Area of Support	DC Judges	DC Clerks	Chief JPO's	COLJ Judges	COLJ Clerks	Supreme Court & Clerk	2012 Average	2009 Average	Change
IT Support	1.86	1.55	1.56	1.61	1.53	1.42	1.59	1.59	0.00
Hardware/Software Upgrades	1.94	1.87	1.88	2.04	1.75	1.56	1.84	1.83	-0.01
Courtroom Technology	2.24						2.24	1.88	-0.36
Network Connectivity	2.06	1.66	1.75	1.82	1.71	1.70	1.78	1.73	-0.05
CASE MANAGEMENT TRAINING									
Fullcourt Training		1.82		1.72	1.66		1.73	1.85	0.12
JCATS Training			1.69				1.69	1.68	-0.01
JCATS-BOT Training			1.75				1.75	1.89	0.14
C-Track Training						1.58	1.58	1.50	-0.08

IT Support Key: **1=More than adequate** **2=Adequate** **3=Inadequate**

Summary Statement:

Most courts and judicial offices indicated that IT support and performance is adequate, however in the 2012 Technology Survey there was a declination in some support areas, the most significant being courtroom technology.

Information Technology Survey
Emerging Court Technologies and Services

The second part of the survey asked each group to rank the importance of key technologies identified by the Conference of State Court Administrators in December 2005 as emerging court technologies. Table 1.3 and 1.4 provide the results of important services and technologies to Montana courts today. Please note that Table 1.3 is an exact comparison between the 2009 and 2012 technology survey. Table 1.4 shows a comparison including Courts of Limited Jurisdiction Clerks (this group of users has not previously been included in the survey).

Table 1.3 -- Important Court Technologies and Services
Exact Comparison with 2009 Survey -- *COLJ Clerks not Included*

Technology or Service	DC & Water Judges	DC Clerks	Chief JPO's	COLJ Judges	Supreme Court & Clerk	2012 Average	2009 Average	Change
Judicial Branch Web Site	1.82	1.55	2.15	1.7	1.61	**1.77**	1.70	-0.07
Web-Based Court Calendaring	2.03	2.06	2.3	2.16	2.21	2.15	2.00	-0.15
E-Filing	1.84	1.71	2.4	1.9	1.53	1.88	1.92	0.04
E-Information Exchange (Govt.)	2	1.44	1.93	1.73	1.94	**1.81**	1.81	0.00
Public Web Access	2.26	1.97	2.33	2.09	1.94	2.12	2.01	-0.11
Online Fines & Fees	2.27	1.84	2.29	1.6	1.77	1.95	2.00	0.05
Document Imaging / Document Mgmt	1.47	1.37	2.07	1.54	1.63	**1.62**	1.68	0.06
Video conferencing	1.21	1.54	1.77	1.62	1.56	**1.54**	1.61	0.07
Courtroom Technology	1.79	1.78	2.56	2	2	2.03	1.98	-0.05
Courthouse Connectivity (jurors, attoreys, etc.)	1.87	1.61	2.27	1.93	1.91	1.92	2.09	0.17

Technology or Service Key: 1=Very Important 2=Important 3=Not Important

Table 1.4 -- Important Court Technologies and Services
Comparison with 2009 Survey – *Inclusion of COLJ Clerks*

Technology or Service	DC & Water Judges	DC Clerks	Chief JPO's	COLJ Judges	COLJ Clerks	Supreme Court & Clerk	2012 Average	2009 Average	Change
Judicial Branch Web Site	1.82	1.55	2.15	1.7	1.64	1.61	**1.75**	1.70	-0.04
Web-Based Court Calendaring	2.03	2.06	2.3	2.16	2.13	2.21	2.15	2.00	-0.15
E-Filing	1.84	1.71	2.4	1.9	1.76	1.53	1.86	1.92	0.06
E-Information Exchange (Govt.)	2	1.44	1.93	1.73	1.52	1.94	**1.76**	1.81	0.05
Public Web Access	2.26	1.97	2.33	2.09	2.06	1.94	2.11	2.01	-0.10
Online Fines & Fees	2.27	1.84	2.29	1.6	1.56	1.77	1.89	2.00	0.11
Document Imaging / Document Mgmt	1.47	1.37	2.07	1.54	1.53	1.63	**1.60**	1.68	0.08
Video conferencing	1.21	1.54	1.77	1.62	1.88	1.56	**1.60**	1.61	0.01
Courtroom Technology	1.79	1.78	2.56	2	2.1	2	2.04	1.98	-0.06
Courthouse Connectivity (jurors, attoreys, etc.)	1.87	1.61	2.27	1.93	2.03	1.91	1.94	2.09	0.15

Technology or Service Key: 1=Very Important 2=Important 3=Not Important

Summary Statement:

The Judicial Branch web site, electronic information exchange with other governmental entities, document management and video conferencing continue to be the top branch-wide technologies (in bold above).

It is important to note that:

- Electronic filing is considered very important to the Supreme Court and Clerk of the Supreme Court;
- E-Information Exchange (Government) is of high importance to the District Court Clerks and the Limited Court Clerks; and
- Video Conferencing and Document Imaging/Management is very important the District Court Judges and District Court Clerks.

Information Technology Goals & Objectives

GOAL 1: Strategic Information Planning. The Montana Judicial Branch shall develop information technology resources in an organized, deliberative, inclusive and cost-effective manner consistent with the Judicial Branch's mission to provide an independent, accessible, responsive, impartial, and timely forum to resolve disputes; to preserve the rule of law; and to protect the rights and liberties guaranteed by the Constitutions of the United States and the State of Montana.

Goal 1 Objectives:

1.1 Pursuant to the Supreme Court's January 29, 2002 order, the Commission on Technology will meet at least twice per year to review, recommend and adopt information technology policies, standards, procedures, and guidelines applicable to all Montana courts and judicial branch offices.

1.2 The Commission on Technology will draft the Judicial Branch's Strategic Plan for Information Technology, refresh the plan as needed in conjunction with budget development, and monitor performance of the plan.

GOAL 2: Security and Business Continuity. The Montana Judicial Branch shall provide the infrastructure and disaster-recovery tools to ensure the security, reliability, continuity, availability, and integrity of data, information and systems.

Goal 2 Objectives:

2.1 The Judicial Branch will maintain a central repository of court information that ensures reliable and appropriate access to system information and reliable data recovery.

2.2 The Judicial Branch will develop security policies consistent with state policies, including procedures for authenticating electronic documents.

2.3 The Judicial Branch will assess risk, relative to security, availability, reliability, integrity, and continuity and develop a disaster recovery plan for all court information.

GOAL 3: **Appropriate Access**. The Montana Judicial Branch shall provide for user-friendly electronic access to and exchange of information for stakeholders, consistent with the public's right to know and rights of individual privacy.

Goal 3 Objectives:

3.1 The Judicial Branch will enhance the use and functionality of all provided applications.

3.2 The Judicial Branch will work to improve the connectivity of all field offices to the state's data/video network (SummitNet).

3.3 All web-based access will employ a similar look and feel and be ADA compliant.

3.4 Reliable, authentic public information will be accessible via a web browser where appropriate.

3.5 The Judicial Branch will encourage appropriate electronic information exchange with authorized entities.

3.6 The Judicial Branch will develop and implement consistent rules for access to court records.

GOAL 4: Standardization. The Montana Judicial Branch shall adopt standards that give staff and citizens a similar presentation when accessing judicial information and encourage seamless integration of all governmental systems in the state.

Goal 4 Objectives:

4.1 The Judicial Branch will use and encourage the use of state standards for software, hardware and security.

4.2 The Judicial Branch will work to adopt data standards that facilitate information sharing and allow better reporting throughout the system.

4.3 The Judicial Branch will promote the appropriate use of interactive video and provide an interactive video capability in Montana courts as funding and resources permit.

GOAL 5: **Appropriate Technology**. The Montana Judicial Branch shall equip its staff with appropriate contemporary technology to ensure efficient, effective, quality service to both the Judicial Branch and the public.

Goal 5 Objectives:

5.1 The Judicial Branch will maintain an inventory system and a regular replacement cycle for all supported technology.

5.2 The Judicial Branch will, where possible, centralize the administration, management, support and inventory of systems.

5.3 The Judicial Branch will train court and local government staff on standard software, hardware, and security.

5.4 The Judicial Branch will use technology to enhance courtroom efficiency, effectiveness and access (e.g., network access, evidence presentation and display systems, court reporting and recording use to capture and preserve the court record).

5.5 The Judicial Branch will deploy imaging functionality in the courts of limited jurisdiction as funding is available.

GOAL 6: Efficient and Effective Management. The Montana Judicial Branch shall procure and allocate the resources necessary for judicial information technology systems to be developed, deployed and supported in an efficient and fiscally responsible manner.

Goal 6 Objectives:

6.1 The Judicial Branch will seek adequate staffing to enable support of systems across the state.

6.2 The Judicial Branch will seek input from stakeholders and other communities of interest regarding efficient and effective management of information technology resources.

Alignment with State of Montana 2012 Information Technology Strategic Plan

The following table shows how the Judicial Branch's Strategic Plan aligns with the State of Montana's 2012 Information Technology Strategic Plan.

Judicial Branch 2013 IT Goals	State of Montana 2012 IT Goals
Goal 1: Strategic Information Technology Planning	**Goal 1:** Achieve maximum value of information through the active management of information technology. Strengthen and expand information technology partnerships.
Goal 2: Security and Business Continuity	**Goal 2:** Aggressively Use Technology to extend capabilities that enhance, improve, and streamline service delivery. Increase use of seamless cross-boundary information solutions. **Goal 4:** Enhance the reliability and security of the State's information systems. Streamline and unify information security processes in accordance with industry practices.
Goal 3: Appropriate Access	**Goal 1:** Strengthen and expand information technology partners. Develop and implement management processes for using and securing information. **Goal 3:** Build an infrastructure/architecture that provides citizens and employees of the state access to information however and whenever they need it. **Goal 4:** Streamline and unify information security processes in accordance with the industry practices.
Goal 4: Standardization	**Goal 1:** Increase use of consolidated platforms and shared services. **Goal 2:** Implement a shared information repository to facilitate knowledge sharing. **Goal 3:** Establish architectural and operational standards to provide a framework for all state IT operations.

Goal 5: Appropriate Technology	**Goal 1:** Increase use of consolidated platforms and shared services. **Goal 2:** Seek out and implement innovative information technology solutions, increase use of seamless cross-boundary information solutions. **Goal 3:** Explore and implement technology to enhance accessibility, availability, and usability of information. Leverage robust technology platforms.
Goal 6: Efficient and Effective Management	**Goal 1:** Achieve maximum value of information through the active management of information technology. Develop and implement management processes for using and securing information. **Goal 5:** Develop and implement an information technology governance structure for delivery of expected benefits

Information Technology Action Plan

2013

The following action plan describes the specific activities that will be conducted to implement the objectives contained in the Information Technology Strategic Plan.

Objective 2.1	**The Judicial Branch will maintain a central repository of court information that ensures reliable and appropriate access to system information and reliable data recovery.**
	FY13 - FY15 Action Items
2.1.1	Continue to provide regular maintenance for the Courts of Limited Jurisdiction and District Court Central Repositories established in 2006.
2.1.2	Continue to work toward appropriate Public Access and Privacy Rules and develop a methodology to ensure appropriate public access to data in the repositories.

Objective 2.2	**The Judicial Branch will develop security policies consistent with state policies, including procedures for authenticating electronic documents.**
	FY13 - FY15 Action Items
2.2.1	Upon the re-evaluation and adoption of the currently suspended Public Access and Privacy Rules, develop and maintain information security policies consistent with the access rules adopted by the Supreme Court and consider adopting appropriate enterprise security policies advanced by the State of Montana.
2.2.2	Continue to ensure that any electronic filing system follows the best practices for authentication of electronic documents as recommended by the Electronic Filing and Access Task Force.
2.2.3	Review and develop retention procedures for electronic work products based on best practices.

Objective 2.3	**The Judicial Branch will assess risk, relative to security, availability, reliability, integrity, and continuity and develop a disaster recovery plan for all court information.**
	FY13 - FY15 Action Items
2.3.1	Develop a detailed disaster recovery and business continuity plan for all court information.
2.3.2	Provide enhanced training to Judicial Branch employees on computer security, virus risks, and backup importance.

Objective 3.1	The Judicial Branch will enhance the use and functionality of all provided applications.
	FY13 - FY15 Action Items
3.1.1	Pursue funding during the 2015 Legislature to migrate to a modern architecture for Montana's statewide case management system.
3.1.2	Develop and implement a comprehensive plan to migrate FullCourt V5 courts to FullCourt Enterprise. FullCourt Enterprise is the latest release of FullCourt and is an all web-based court case management system. Licensing for FullCourt Enterprise was included in the procurement of Montana's statewide FullCourt license agreement.
3.1.3	Continue JCATS maintenance and ongoing enhancements discovered during the testing and pilot implementation phases.
3.1.4	Seek opportunities to enhance ASP.Net/C# training, forms development and source code editing and development within the JCATS application to facilitate in-house support, development and management.
3.1.5	In conjunction with the E-Filing Vendor, develop a comprehensive plan for installation and customization of the Montana Electronic Filing System. At a minimum complete Phase 1 and 2 of the E-Filing Implementation Plan.
3.1.6	Expand the SmartCop E-Citation import project to the Department of Fish, Wildlife and Parks, as well as the Department of Transportation's Motor Carrier Services. Encourage the DOJ to find ways to share the infrastructure for electronic citation filing with other state and local law enforcement officials.
3.1.7	Continue implementation, maintenance and training of the CitePay online fine and fee payment system for all Courts of Limited Jurisdiction.
3.1.8	Continue efforts to implement MHP Roadside Payments to all Justice Courts utilizing the MHP E-Citation import.
3.1.9	Continue efforts to establish an enterprise content management system (SharePoint) for on-line collaboration and information sharing for Judicial Branch employees and external stakeholders including enhancements to the Judge's Electronic Workbench, Court Help Law Portal, Centralized Drug and Treatment Court Coordinator Site and Boards and Commissions, Finance and Court Services Departments.
3.1.10	Pursue funding/options to thoroughly educate internal Information Technology Staff in application development of the on-line collaboration and information sharing projects mitigating reliance on contract vendors for development.
3.1.11	Develop a Governance Plan for projects, requests, and changes to the enterprise content management system (SharePoint).
3.1.12	Continue to offer an optional on-line payment portal for Montana Courts to including payment of bond at jails.

Objective 3.2	**The Judicial Branch will work to improve the connectivity of all field offices to the state's data/video network (SummitNet).**
	FY13 - FY15 Action Items
3.2.1	Continue working with the Department of Administration and other network providers to evaluate and improve network connectivity for Montana courts.
3.2.2	Work with the Department of Administration and other network providers to evaluate network rate recovery models and improve network connectivity to Montana courthouses.
3.2.3	Develop a branch video conferencing usage policy.

Objective 3.3	**All web-based access will employ a similar look and feel and be ADA compliant.**
	FY13 - FY15 Action Items
3.3.1	Establish a subcommittee of the COT to review Judicial Branch website and suggest improvements.
3.3.2	Establish point of contact person within each court or judicial office to coordinate content changes.
3.3.3	Develop a Governance Plan for website improvements and content changes.

Objective 3.4	**Reliable, authentic public information will be accessible via a web browser where appropriate.**
	FY13 - FY15 Action Items
3.4.1	Continue to work toward appropriate Public Access and Privacy Rules and develop a methodology to ensure appropriate access to system data housed in the central repositories.
3.4.2	Evaluate the potential of social media technologies for use in the Judicial Branch. The Law Library currently utilizes Twitter and minimally uses Facebook.
3.4.3	Establish a branch Social Media policy.

Objective 3.5	**The Judicial Branch will encourage appropriate electronic information exchange with authorized entities.**
	FY13 - FY15 Action Items
3.5.1	Continue work with the Montana Integrated Justice Information Systems (IJIS) group to define and automate criminal justice information exchanges in accordance with national information sharing standards.
3.5.2	Continue work with the Department of Transportation's Traffic Records Coordinating Committee to improve traffic record information exchanges.
3.5.3	Work with state and local government agencies to convert information exchanges currently performed in a paper format into an electronic exchange.
3.5.4	Complete the implementation of electronic exchanges of traffic disposition data to the Department of Justice's Motor Vehicle Division for the remainder of the Courts of Limited Jurisdiction.
3.5.5	Continue the implementation of electronic exchanges to the Criminal History Records System and Crime Victim Notification System for the remainder of the District Courts.
3.5.6	Begin implementation and extensive training of an integration platform entitled Mule – Enterprise Services Bus which is designed to seamlessly manage data exchanges, application integrations, automate processes, and synchronization of data in real-time.

Objective 4.2	**The Judicial Branch will work to adopt data standards that facilitate information sharing and allow better reporting throughout the system.**
	FY13 – FY15 Action Items
4.2.1	Continue to identify and publish appropriate Judicial Branch data standards.
4.2.2	Develop processes to identify data inaccuracies and inequalities. Deliver training to correct data inaccuracies and develop a plan to correct data inequalities.
4.2.3	Continue improving strategies for the collection, access and presentation of case processing measures as established by the Supreme Court and the District Court Council.
4.2.4	Develop and implement rules to identify aged District Court cases for dismissal in a more automated and timely fashion.
4.2.5	Continue to work with IJIS Broker project team to define statewide data standards for criminal justice information exchange.

Objective 4.3	**The Judicial Branch will promote the appropriate use of interactive video and provide an interactive video capability in Montana courts as funds and resources permit.**
	FY13 - FY15 Action Items
4.3.1	Continue to work with the Department of Administration on quality of service capability to reduce circuit and maintenance costs.
4.3.2	Explore additional uses of interactive video including web-casting, use of video equipment for evidence display and desktop video conferencing.
4.3.3	Evaluate and deploy improved procedures for scheduling interactive video sessions across the state.

Objective 5.4	**The Judicial Branch will use technology to enhance courtroom efficiency, effectiveness and access (e.g., network access, evidence presentation and display systems, court reporting equipment).**
	FY13 - FY15 Action Items
5.4.1	Evaluate the technology needs of Montana courtrooms and establish a minimum level of technology in Montana courtrooms.
5.4.2	Prioritize the needs of Montana courtrooms and implement improvements, including courtroom audio systems as funding and resources permit.
5.4.3	The Judicial Branch will seek adequate funding for future installations, upgrades and enhancements of Courtroom Technology including sound systems and evidence displays.
5.4.4	Implement the Cloud Computing Software (AZURE) or appropriate alternative technology. Work in conjunction with a Court Reporters' Record Management Task Force to design an effective and efficient means for court reporters and Clerks of District Court to comply with 3-5-603, MCA (...The report must file with the clerk forthwith the original stenographic notes taken upon a trial or hearing required to be taken by this subjection. .....shall provide a safe and secure place for the clerk to store all official notes of the proceedings. The official notes must be kept for a period of 10 years).
5.4.5	Develop a branch policy for use of the Court Reporters' Records Management Process.
5.4.6	Develop a detailed training plan and guidelines for use of the Court Reporters' Records Management application.

Objective 5.5	**The Judicial Branch will deploy imaging functionality in the courts of limited jurisdiction contingent on funding availability.**
	FY13 - FY15 Action Items
5.5.1	Identify resources needed to provide imaging functionality in the courts of limited jurisdiction and calculate the cost of procuring these resources.
5.5.2	Advance a funding proposal for deploying imaging functionality in the courts of limited jurisdiction.

Objective 6.1	**The Judicial Branch will secure adequate staffing to enable support of systems across the state.**
	FY13 - FY15 Action Items
6.1.1	Review IT position descriptions and salaries to ensure that the Judicial Branch is competitive with other governmental entities in order to recruit and retain the best possible IT staff.
6.1.2	Advance a proposal to the 2013 Legislative Session for an increased IT Staffing proposal to enable support of systems across the state.
6.1.3	Investigate virtualization technologies (server and desktop) and consolidation opportunities with state and local government to 1) reduce costs by sharing common IT infrastructure and common IT services; 2) reduce energy costs by reducing duplicative equipment and data centers; 3) reduce complexity and administrative overhead costs by implementing common services and infrastructure; 4) leverage the investment in the enterprise data centers to improve the security, disaster recovery and continuity of operations for Montana courts and judicial offices.

Objective 6.2	**The Judicial Branch will seek input from stakeholders and other communities of interest regarding efficient and effective management of information technology resources.**
	FY13 - FY15 Action Items
6.2.1	The Commission on Technology will continue to convene multi-disciplinary task forces as appropriate to research and recommend improvements to the court technology program.
6.2.2	The Commission on Technology will continue to survey Judicial Branch members and other communities of interest to evaluate customer satisfaction with services provided through the court technology program.
6.2.3	Consider/evaluate opportunities to collaborate with other state agencies for the use of the JCATS technology providing them an easily customizable platform to meet their needs. These relationships/opportunities have the potential of creating significant financial efficiencies for the state, as well as significantly improved data collection strategies.