

**Minutes**  
**Court Technology Committee**  
**Friday August 28<sup>th</sup>, 2020**  
**9:15 am**

Members Participating:

Hon. Jerod Tufte, Supreme Court Justice  
Hon. Rhonda Ehlis, Judge – Southwest Judicial District  
Hon. Lonnie Olson, Judge - Northeast Judicial District  
Hon. Robin Schmidt, Judge – Northwest Judicial District  
Hon. Stacy Louser, Judge – North Central Judicial District  
Petra Hulm, Chief Deputy Clerk of Supreme Court  
Michele Bring, Clerk of District Court – Burleigh County  
Susan Hoffer, Clerk of District Court – Ward County  
Kristen Erickson, Recorder – Cass County  
Lee Ann Barnhardt, Director of Education & Communication

Members Absent:

Rod Olson, District Court Administrator – Unit 2

Guests:

Chris Iverson, Assistant Court Administrator – Unit 2

Staff:

John Tassava, Director of Technology  
Cammie Schock, Business Analyst  
Sally Holewa, State Court Administrator

The meeting was called to order by Chair Justice Tufte.

**Approval of Minutes from June 19<sup>th</sup>, 2020 Meeting**

**Michele Bring moved to approve the June 19<sup>th</sup>, 2020 meeting minutes. Petra Hulm seconded the motion and the motion carried.**

**Odyssey User Group Update**

We are in the beginning stages of reviewing Odyssey 2019 which will have a noticeably different look and feel and added functionality but once you are in the case it is relatively the same flow. With this upgrade we will likely need to upgrade Session Works as well. Beginning October 15<sup>th</sup>, our current version of File & Serve will not allow notifications to be sent to Microsoft users. We will be upgrading File & Serve at the end of September to prevent this issue.

Chris Iverson stated there has not been a user group meeting since last year. She stated the group has addressed some issues via email. The clerk subcommittee has been meeting to discuss juvenile guardianship procedures.

## **General System Status Updates**

### **Initial Criminal**

Initial criminal e-filing has been rolled out in Cass County and Barnes County. Mercer is scheduled to go-live on August 31<sup>st</sup> and Burleigh will follow at the end of September. Divide, Sioux and Griggs are slated to be completed by January 2021.

### **WordPerfect Survey Results**

A survey was conducted regarding WordPerfect usage. 31% of those who responded said they use WordPerfect. 16% of those who use it stated they need to continue using it. We currently have 250 active licenses paid through May 2022. Only the necessary amount of licenses will be renewed.

### **Zoom**

Zoom user support has been transitioned to the help desk and licensing was also centralized to IT. The education department continues to train on zoom. Usage has been increasing in both units 1 and 4.

### **Electronic Warrants**

Usage of electronic warrants continues to rise. Currently we are averaging 180-190 per month. Over half of the counties are now on the system. Enhancements were made to the user interface to allow for better searching and archiving of warrants. Sally Holewa stated we originally started with search warrants but are now able to accommodate all warrant types. There was also a request from the Cass County State's Attorney to add trap and trace as well as pen registers.

Judge Ehlis stated her district has been using electronic warrants for about 8 months. It has been going well but she would like to see additional training for the officers on how to manage the information entered onto the warrants.

### **Juvenile Dashboard**

The juvenile dashboard was released to users on August 19<sup>th</sup>. There are 2 additional widgets being deployed next week for case flags and orders prohibiting contact. Additional enhancements will continue into the next quarter. A project was opened with Tyler Technologies to add hyperlinks from the dashboard which would link the user directly to the case in Odyssey. We are currently waiting on Tyler Technologies programming schedule but it is anticipated to be complete in quarter 1 of 2021.

### **Courtroom Recording Software**

A modified RFI was requested from potential vendors. A team was formed to discuss the nuances and made reference calls. A recommendation was made to replace VoicelQ with CourtSmart. Planning is underway to complete the project at the end of the year. Kristen Erickson questioned if CourtSmart is compatible with remote recording. John Tassava stated he sent a staff member to Hennepin County to observe recording with CourtSmart. Recorders were working from home and some were recording 4 or 5 courtrooms at one time.

**Sound Mixer Upgrades**

The project plan is to replace 60 end of life and aging mixers with newer digital mixers. The equipment has been ordered and received at the vendor's office. Installation will begin on September 8<sup>th</sup> in Burleigh and Morton counties. The courtrooms in unit 1 have been scheduled and the other units will follow with completion anticipated by the end of the year.

**Vlan modifications for remote recording**

The state network is secured by each county as a separate vlan (virtual local area network). We are currently migrating recording PCs to a new vlan to enable remote recording and have 27 courtrooms complete. One drawback is that printing is not allowed from those recording PCs. ITD is currently in the process of installing state switches in about 25 counties and migrating the courtrooms to the state switch.

**For the Good of the Order**

The next meeting is scheduled for Friday, November 6<sup>th</sup>, 2020. Start time changed to 8:30 a.m.