

**Minutes  
Court Technology Committee  
Friday November 6<sup>th</sup>, 2020  
8:30 am**

**Members Participating:**

Hon. Jerod Tufte, Supreme Court Justice  
Hon. Rhonda Ehlig, Judge – Southwest Judicial District  
Hon. Lonnie Olson, Judge - Northeast Judicial District  
Rod Olson, District Court Administrator – Unit 2  
Hon. Stacy Louser, Judge – North Central Judicial District  
Petra Hulm, Chief Deputy Clerk of Supreme Court  
Michele Bring, Clerk of District Court – Burleigh County  
Kristen Erickson, Recorder – Cass County  
Lee Ann Barnhardt, Director of Education & Communication

**Members Absent:**

Susan Hoffer, Clerk of District Court – Ward County  
Hon. Robin Schmidt, Judge – Northwest Judicial District

**Guests:**

Chris Iverson, Assistant Court Administrator – Unit 2  
Hon. Dan Crothers, Supreme Court Justice  
Mike Hagburg, staff attorney  
Hon. Jason McCarthy, Judge – Northeast Central Judicial District

**Staff:**

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

The meeting was called to order by Chair Justice Tufte.

**Approval of Minutes from August 28<sup>th</sup>, 2020 Meeting**

**Rod Olson moved to approve the August 28<sup>th</sup>, 2020 meeting minutes. Judge Louser seconded the motion and the motion carried.**

**Reliable Electronic Means Working Group Recording Options**

Justice Crothers briefed the committee on issues brought forth from the REM working group related to the current recording process and storage. The Court Reporters/Recorders have found that when using reliable electronic means, the sound comes into VoicelQ either in 1 track or 2 depending on who is online and who is in the courtroom. This presents issues in that each participant is not on a separate track and proves to be difficult when making an accurate record. The Zoom application, which is widely used to conduct hearings, allows to record each individual on separate tracks

which would provide a tool for the reporters/recorders to more easily provide the record. This recording would need to be downloaded to an external device. The current policy does not allow for storing recordings on external devices such as thumb drives. The working group is seeking recommendations from the Court Technology Committee on acquiring thumb drives, or other external devices, to assist the recorders/reporters.

John Tassava, stated that IT has 3 concerns including the storage that is required, the methodology, and authority to delete the record stored on the servers. There are currently no technological reasons why the recordings cannot be downloaded to an external device however and it would not be a significant cost.

Justice Crothers stated that the Zoom recording would only be a tool to assist the recorders/reporters and not an official record.

Robert Liscomb stated that it isn't as simple to just remove the recording from the server. Once these are saved to servers we then have the concern of the utilization of storage on the backups.

The committee agreed that the use of external drives would be an acceptable tool to aid in creation of the official record and that IT has the authority to remove any of these files that may get stored on the servers.

### **Odyssey User Group Update**

Chris Iverson stated there has not been a user group meeting since the last Court Technology meeting. She stated the group has addressed some issues via email. She is hoping to be able to schedule meetings for early next year.

### **General System Status Updates**

#### **Initial Criminal**

Initial criminal e-filing has been rolled out in Cass, Barnes, LaMoure, Mercer and Griggs. Renville, Divide, Trail and Steele counties are scheduled for this month to go live. Burleigh and Sioux counties are being rescheduled.

#### **Zoom**

John stated that \$240,000 was received from the CARES Act. 20 Dten devices were ordered with an additional 33 ordered to use up the CARES money. We are in the process of distributing 5 devices to each unit.

#### **Electronic Warrants**

Usage of electronic warrants continues to rise. 31 of the 53 counties are active on the system. Enhancements were made to the user interface in early August to allow for better searching and archiving of warrants.

#### **Juvenile Dashboard**

The juvenile dashboard was released to users on August 19<sup>th</sup> and training is ongoing. Enhancements will continue into the next quarter.

### **Courtroom Recording Software**

As stated before, this is a replacement of VoicelQ. Old VoicelQ recorded files will be converted over to CourtSmart. Software has been installed on servers and in a test court room. On November 5<sup>th</sup>, a demo was given to a group of users to gain initial feedback and configuration. The docket load program has been completed. We are working towards remote recording and additional functionality within the software. Next phases will be finalizing a training and rollout plan, pilot recordings and then progressing to rollout. It is anticipated that training will start in December.

### **Sound Mixer Upgrades**

60 mixers were obtained through CARES Act monies. As of last Friday 61% of the 60 mixers have been replaced. We are on track to complete the mixer installation part of the project in December. As part of the project we are also installing XLR audio jacks on panels to accommodate Dten Zoom Room devices to be connected to sound system and recording software. Testing in Burleigh County went well.

### **Remote Recording and vlans**

John stated that much progress has been made. We had migrated 27 courtrooms as of 8/28/20 and are now at 75 courtrooms as of 11/5/20. Because of the way the state does the security on the network, there is no printing from recording PCs in the courtroom on the new vlan. ITD is currently in the process of installing switches in the remaining counties and migrating courtrooms to state switches.

### **Software Upgrades**

Phase 1 of the BCI warrant integration rollout is planned for Q1 and possibly Q2 of next year. This will allow BCI to receive data electronically and automatically from Odyssey when a warrant is added or updated. Phase 2 development is slated to begin in January of 2021 which will allow Odyssey to receive updates from BCI.

Odyssey 2019 has been installed in a test environment. There have been a few quirks that we are working through. Testing is a bit behind due to a security breach within Tyler Technologies.

Development has begun on an admin dashboard. This will display mostly trends including monthly snapshots of pending caseloads, time to dispositions, and new/closed case information.

### **For the Good of the Order**

The next meeting has not yet been scheduled.