OAKLAND COUNTY
COURTS/JUSTICE ADMINISTRATION LEADERSHIP GROUP
Meeting Minutes – January 26, 2021

MEMBERS PRESENT: John Cooperrider (Chairperson), Jennifer Howden (Vice Chairperson), Dana O'Neal, Edward Hutton, Dave Williams, Joanie Toole, Barb Hankey, Heather Calcaterra
MEMBERS ABSENT:
ALTERNATE MEMBERS PRESENT: Joe Hall, Chris Bujak
OTHERS PRESENT: Janette McKenna, Paul Megge, E.J. Widun, Tammi Shepherd, Karen Hitchcock, T.J. Fields, Mike Timm, Wendy Conklin, Kary Goisdzinski, Mary Gosine, Lisa Czyz, Clark Toohy, T.J. Tabin, Stu Smith, Mary Anne Jerge

1. John Cooperrider called the meeting to order at 9:03 a.m.

2. Moved by Howden supported by Bujak the minutes of the October 27, 2020 meeting be approved. There were no objections.

3. Janette McKenna gave a report on the vacant positions. There are 17 vacancies creating a 10.5% vacancy rate.

4. Planned Maintenance/Upgrades: Karen Hitchcock updated regarding the Kofax upgrade; currently they are in the process of imaging UATPC for the clerks office to complete UAT. Mary Gosine updated that the Kronos Telestaff upgrade is complete and the Kronos Workforce Central upgrade is in progress.

5. 2021-2022 Master Plan Activities: Karen Hitchcock updated that the MIDC Courts 20/21 Initial planning is complete, 2019 requirements are reviewed and validated and system design is under review. Final migration fix of the Imaging Gov Cloud Migration will happen 1/22/2021, project closed by 2/4/2021. Imaging Program Mgmt. Monthly meetings continue. Laserfiche Training to the UAT users completed and User Acceptance Testing underway for the Clerk, Circuit Court and FOC Migration. Medical Examiner and CStar integration have gathered requirements and are evaluating implementation dates. CMO Case Evaluation Rewrite has a January implementation with targeted close 1/27. Paul Megge updated that the OCME Replacement Solution has successful Implementation and is closed. Wendy Conklin updated that the Animal Control OPLS Replacement Project is complete. AC now using a new online payment module through the Shelter Buddy software. Karen Hitchcock updated that the Circuit Court Judge Switch 2021 is complete. Regarding the Courts Mandate Program Budget 21/22, the In-State Birth Indicator is complete and the JDW, eFiling data to SCAO and MiFile Onbase Upgrade are in progress. Case Management System Evaluation is complete and submitted for Vendor review and response (due 1/28). Five Vendors reached out for clarification. JOS Replacement DEV and QA

Environment are Complete, Development for face sheet and admin screens in process. Driver's License for Birth Certificate Project is in initial planning. Courts Justice Administration Enhancement Budgets Enhancement Status Fingerprint Flag is in planning. The Vitals Order List is in Process and Clerks AT&T Booster is complete.

6. New Business: None

7. IT Project Updates:

   a.) Universal Communications & Collaboration (UCC): EJ Widen indicated there are three building blocks; internal network to sustain, voiceover internet protocol, and Wi-Fi. Currently they are unit testing the voiceover platform and they have started the Wi-Fi expansion.

   b.) Remote Work: EJ Widun indicated 200 laptops have been deployed and 100 remain in inventory. They are working on building VPN capability and unit testing is in progress. VPN solution required to use call center technology.

   c.) Multi-Factor Authentication (MFA): TJ Fields indicated they are working to expand MFA in 2021 by integrating it into the workflow and incorporating it into the sign in process.

   d.) Office 365: Tammie Shepherd indicated they are migrating legacy Share Point Suite into the new online platform. Old Share Point platform to be retired. Office productivity apps and one drive turned on. Teams to be enabled; roll out estimated summer 2021. A development plan will be created to assist in use of Teams. Training is encouraged; Janette McKenna to provide training links after the meeting.

8. Next meeting is scheduled for April 27, 2021 at 9:00 a.m. Samantha Markiewicz will send calendar requests for future leadership meetings.