

OAKLAND COUNTY
COURTS/JUSTICE ADMINISTRATION LEADERSHIP GROUP
Meeting Minutes – March 22, 2022

MEMBERS PRESENT: Jennifer Howden (Vice Chairperson), Dana O’Neal, Joanie Toole, Heather Calcaterra, Chris Bujak

OTHERS PRESENT: Alexandra Black, Gretchen Blackwell, Janet Brinker, Lisa Czyz, Brett Dery, Dawn Everly, T.J. Fields, Beth Gleason, Kary Goisdzinski, Mart Gosine, Thomas Grossman, Emily Hancock, Addie Hankins, Scott Kaiser, Kristine Powers, Stacy Metcalff, Jennifer Phillips, Cas Miarka, Heidi Walling. Eric Schmidt, Janette McKenna, Tammi Shepherd, Karen Hitchcock, Mike Timm, Pete Menna, David Williams, Edward Hutton, Betsey Hage.

ABSENT: John Cooperrider

1. Jennifer called the meeting to order at 9:01 a.m.
2. Leadership Group Specific Items
 - a.) Courts
 - i. Prosecutor Case Management System RFP – request to size. David Williams indicated the court currently does not have a case management system. Modernizing the office is a priority to increase efficiency. Moved by Menna supported by Bujak to approve the request. There were no objections.
 - ii. Criminal Justice Reform Compliance Phase I – sizing presentation, allocation and priority. This is a mandate that must be complete by April 2023. Over 1 million documents will be impacted.
 - a. 1360 hours are needed to get as much work as possible done by 10/1/22
 - b. Take 1075 hours from #18, online schedule enhancement
 - c. Take 285 hours from unspent EB hours
 - d. Move project to #11, everything else moves down.Moved by Bujak supported by Howden. There were no objections.
3. 2023-2024 IT Master Plan Requests to Size – Project Presentations. All projects were presented.