

MONTANA JUDICIAL BRANCH



INFORMATION TECHNOLOGY STRATEGIC PLAN

MARCH 2003



Table of Contents

CONTACT INFORMATION	1
LETTER FROM THE CHIEF JUSTICE.....	2
EXECUTIVE SUMMARY	3
JUDICIAL BRANCH DESCRIPTION AND TECHNOLOGY OVERVIEW	5
<i>Profile of the Montana Judicial Branch</i>	<i>5</i>
<i>The Montana Supreme Court.....</i>	<i>5</i>
<i>District Courts</i>	<i>5</i>
<i>Courts of Limited Jurisdiction</i>	<i>6</i>
<i>Special Jurisdiction Courts.....</i>	<i>6</i>
<i>Size of the Montana Judicial Branch.....</i>	<i>6</i>
<i>Specific Web Address.....</i>	<i>7</i>
<i>Previous IT Accomplishments.....</i>	<i>7</i>
<i>Current IT Environment.....</i>	<i>8</i>
<i>Obsolescence Issues.....</i>	<i>8</i>
<i>Planned IT Changes and Budget Requests</i>	<i>9</i>
INFORMATION TECHNOLOGY GOALS AND OBJECTIVES.....	11
<i>Goal 1: Access.....</i>	<i>11</i>
<i>Goal 2: Standardize.....</i>	<i>12</i>
<i>Goal 3: Enhance.....</i>	<i>12</i>
<i>Goal 4: Ensure</i>	<i>13</i>
<i>Goal 5: Manage.....</i>	<i>14</i>
USES OF INFORMATION TECHNOLOGY –	15
<i>IT Budget Request.....</i>	<i>15</i>
APPENDICES.....	17
<i>Appendix A - ARTICLE VII of the Montana Constitution.....</i>	<i>17</i>
<i>Appendix B – State Map of Judicial Districts</i>	<i>21</i>
<i>Appendix C – State IT Goals.....</i>	<i>22</i>





CONTACT INFORMATION

If you have questions regarding the Montana Judicial Branch Information Technology Strategic Plan, please contact:

Daniel Chelini
Director of Information Technology
Montana Supreme Court
Office of the Court Administrator
(406) 841-2957
dachelini@state.mt.us

This report is also available on-line at the Montana Judicial Branch Web site:

<http://www.montanacourts.org>

The Montana Judicial Branch Information Technology Strategic Plan was prepared for the Montana Judicial Branch by the Commission on Technology and will be reviewed and published biennially. 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. James Nelson, Supreme Court Justice, Commission Chair

Hon. Gary Day, District Court Judge, 16th Judicial District

Hon. Karen Orzech, Justice of the Peace, Missoula County

Sen. Tom Zook, State Senator, District 2

Ed Smith, Clerk of the Supreme Court

Nancy Sweeney, Clerk of the District Court, Lewis and Clark County

Richard Lewis, Supreme Court Administrator

Hon. Scott Wyckman, Justice of the Peace, Gallatin County

Judy Meadows, State Law Librarian

Christopher Manos, Executive Director, State Bar of Montana

Jim Powell, Public Member





LETTER FROM THE CHIEF JUSTICE

To The Reader:

I am pleased to present the Montana Judicial Branch Information Technology Strategic Plan, which is part of a statewide initiative begun by Governor Judy Martz. This plan encompasses the Judicial Branch's long-term approach to modernizing and improving the information systems we use to serve the people of Montana. Indeed, while there are many good reasons for incorporating appropriate information technology into our duties, the most important of which is that Montana residents rightly expect intelligent, planned efforts to improve our delivery of services relating to the administration of justice throughout our special state.

As a result of the deployment by private industry and public and governmental organizations of a wide range of new and improved services based on the latest Internet and information technologies, Montanans have come to expect the same level of service and responsiveness from all of state government, including the Judicial Branch. We must meet these expectations, and we must do so in the most cost-effective manner possible. This Information Technology Strategic Plan describes how we will accomplish these objectives.

There is no question that the intelligent application of information technology is a key success factor for state government in the 21st century. The related challenges facing the Judicial Branch and our Information Technology Division involve providing systems, applications, and tools that allow judges to meet their constitutional obligations more timely and allow Montanans to share information in a standardized, flexible, reliable, secure, cost-effective, and efficient environment. Our Strategic Plan describes the goals and objectives adopted by the Montana Supreme Court to guide the Judicial Branch's ability to meet these challenges. It also includes specific budget requests and changes for coming years that will enable us to offer new and improved services in the future.

The Judicial Branch is dedicated to improving the services we provide to Montanans through the intelligent application of information technologies. As Chief Justice, I assure you that I am committed to implementing our Strategic Plan and supporting both the letter and the spirit of its goals and objectives. Working together, we can--and will--make our Strategic Plan a reality, and serve the citizens of Montana even more effectively than in the past.

Sincerely,


Karla M. Gray
Chief Justice





EXECUTIVE SUMMARY

The technological revolution we have witnessed in the past 20 years has produced so many extraordinary changes that today's dreams honestly can become tomorrow's realities. The revolution in information technology (IT) has moved at an even faster pace. The ferocious rate of IT advancement results in constant organizational management and planning challenges.

The Montana Judicial Branch Information Technology Strategic Plan was created to provide the Montana judiciary with a blueprint to accomplish a single mission:

“It is the mission of the Montana Judicial Branch 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.”

The information technology challenges facing the Montana Judicial Branch involve providing technology that enables the members of the Branch to accomplish our mission. The mission of the Information Technology Division supports the mission of the Branch.

“It is the mission of the Montana Judicial Branch Information Technology Division to provide systems, applications, and tools that allow stakeholders appropriate exchange of information in a standardized, flexible, reliable, secure, cost effective, and efficient environment.”

The Montana State Legislature passed two pieces of legislation during the 2001 session that have a significant impact on information technology and the Montana Supreme Court.

Senate Bill 131 (also called the IT Act) will help state government entities manage this changing environment and provide better service to taxpayers and businesses in Montana. Recognizing that technology is not the driver of services but in most cases an enabler of services, the legislature included several powerful points in SB131 that focus on an enterprise approach to technology in state government:

- Use information technology to improve services to Montana citizens
- Implement common statewide policies, procedures, and guidelines
- Share information common to various entities (capture once - use many times)
- Coordinate IT systems development to avoid duplication of effort
- Coordinate IT and budget development
- Make good use of public and private partnerships
- Seamlessly integrate information systems.



Senate Bill 176 required the Montana Supreme Court to assume budgetary responsibility for the state's District Courts by July 1, 2002, making almost 300 county staff into state employees. The immediate challenge for Judicial Branch IT Division staff was to provide for connections to state systems that facilitate payment of bills, payroll processing, and e-mail.

The long-term challenge is to support systems and applications for approximately 925 members of the Montana Judicial Branch at the state, county, and city level. The Supreme Court created the Commission on Technology to provide the Branch with a vision and plan to meet the future challenges related to information technology. The Commission is chaired by Justice James Nelson and includes members from various parts of the judiciary, the legislature, and the public. The Judicial Branch IT Strategic Plan was written for the Court by the Commission and will be used to guide IT efforts into the future. The Plan includes five main goals and accompanying objectives. The main themes of these goals and objectives are:

- ✓ Access to information
- ✓ Standardization
- ✓ Staff enhancement
- ✓ Security and business continuity
- ✓ Efficient and cost effective management.

The Plan will serve as a guide for the Court's Commission on Technology to prioritize tasks and set the direction for IT efforts in Montana's Judicial Branch.



JUDICIAL BRANCH DESCRIPTION AND TECHNOLOGY OVERVIEW



Profile of the 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 Montana Supreme Court

The Supreme Court is comprised of the Chief Justice and six Justices. All are elected on a statewide, non-partisan basis for eight-year terms. Pursuant to the Constitution of the State of Montana, the Supreme Court has jurisdiction over appeals from all of Montana’s District Courts and such original jurisdiction as provided by the Constitution. The Supreme Court is the final arbiter on questions of Montana law. The Court is supported by the Office of the Clerk of the Supreme Court, the Office of the Court Administrator, and the State Law Library.

Office of the Clerk of the Supreme Court. The Clerk of the Supreme Court is a statewide elected 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.

The Office of the Court Administrator is the administrative office of the Supreme Court and is responsible for providing service to the judicial branch of government. Services are provided to the Court through four primary divisions: Administrative Services, Court Services, Human Resources, and Information Technology.

The State Law Library provides bibliographical and physical or remote access to recorded legal knowledge and information consistent with the present and anticipated research needs, responsibilities, and concerns of Montana’s courts, the Legislature, state officers and employees, attorneys, and the general public.

District Courts

There are 56 district courts in Montana. These courts are administratively structured into 22 judicial districts** and are served by 40 district court judges. The 2001

** See Appendix B for a map describing Montana’s judicial districts.



Legislature authorized two additional judges: one for the Eighth Judicial District in Cascade County, and one for the Twenty-First Judicial District in Ravalli County. The new judges were elected in 2002 and will take office in January of 2003.

The district courts are courts of general jurisdiction. General jurisdiction courts process all felony cases, all probate cases, most civil cases at law and in equity, certain special actions and proceedings, all civil actions that may result in a finding against the state for the payment of money, naturalization proceedings, various writs, and some narrowly-defined ballot issues. The district courts also have limited appellate jurisdiction over cases arising in the courts of limited jurisdiction in their respective districts as may be prescribed by law and consistent with the Constitution.

Courts of Limited Jurisdiction

The courts of limited jurisdiction in Montana are justice, city, and municipal courts. There are 70 justice courts, 83 city courts, five municipal courts, and one small claims division of district court. There are 104 judges of the courts of limited jurisdiction. Although the jurisdiction of these courts differs slightly, collectively they address cases involving misdemeanor offenses, civil cases for amounts up to \$7,000, small claims valued up to \$3,000, landlord/tenant disputes, local ordinances, forcible entry and detainer, protection orders, certain issues involving juveniles, and other matters.

Special Jurisdiction Courts

Workers Compensation Court. Created in 1975 by the Legislature, the Workers Compensation Court (WCC) resolves disputes arising under the Worker's 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. Information about the WCC can be found at <http://wcc.dli.state.mt.us/>

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 one judge, has exclusive jurisdiction over the adjudication of water rights claims.

Size of the Montana Judicial Branch***

In addition to the Courts and court offices previously described, the Montana Judicial Branch includes state, county, and city staff across Montana. The 57th Legislature enacted SB 176, which required the State to assume responsibility for the costs and funding for the District Courts with administration through the Supreme Court and the District Court Council. This assumption includes all District Court staff and

*** All budgetary and staffing information is based on fiscal year 2003.



Juvenile Probation officers. Approximately 300 county employees became state employees on July 1, 2002.

- Currently, the Montana Judicial Branch includes 388 individuals, 51 of which are elected officials and 337 are staff. In addition, approximately 537 non-state staff and elected officials are directly served by the Court's IT Division. In total, Court IT staff provide services to approximately 925 state and non-state staff and elected officials.
- 9 staff (7 FTE) are IT related
- Locations exist in all 56 Montana counties.
- Operating budget for the Judicial Branch: \$30,053,473*
- IT budget as a percent of operating budget for Branch: 3%

Specific Web Address

State Law Library <http://www.montanacourts.org> (early 2003)

Previous IT Accomplishments

Court Assumption Project

Senate Bill 176 required the State to assume responsibility for the costs and funding for the District Courts with administration through the Supreme Court and the District Court Council. The Court's IT Division was challenged to provide to approximately 300 new staff the capability to submit electronic timesheets for payroll as well as provide e-mail communication. This project required extensive coordination and planning between field offices, the Department of Administration, and the Supreme Court Administrator's Office.

State Law Library Internet Project

In 1994 the State Law Library launched its first Web site and started publishing the opinions of the Montana Supreme Court on the day they were signed. Over the past 8 years the site has been redesigned, but its mission has remained the same: to provide Montanans with as much information as possible about the state's courts and legal system. Materials that are in the public domain have gone online, as well as official rules, orders, Court Commissions' information, and links to other entities' online information. In 1998 the Law Library started scanning the appellate briefs that were filed with the Court. These are posted to the Web site when they are first filed and then linked to the Court's opinion when it is handed down. The Law Library hosts online discussion lists for both attorneys and judges in the state, as well as providing abstracts of new Court decisions to subscribers.

The Law Library is in the process of launching the new Web site, www.montanacourts.org, which will act as the portal to all information about and

* Operating budget for the Judicial Branch includes only funding authority granted to the Supreme Court by the Legislature to operate Montana's court system. It does not include any portion of county or municipal funding used to support court operations.



from the Judicial Branch of Montana state government. The Library's Webmaster works closely with the State Bar of Montana to share the workload of online publishing and to eliminate redundancies.

Current IT Environment

The Judicial Branch IT Division supports approximately 925 Judicial Branch staff in 56 counties. IT Division staff include four network support specialists, one programmer, three trainers, and one director. The Law Library supports the Branch's Web presence with one Webmaster.

Desktop operating systems currently in use include MS Windows versions 95, 98, 2000, and NT. Network operating systems include NT and Novell versions 3.11, 4.11, and 5.1. Network protocols supported include Ethernet and Token Ring.

Supported software includes the Microsoft desktop suite (Word, Excel, Outlook, PowerPoint), Full Court and LJCMS for case management in courts of limited jurisdiction, Judicial Case Management System (JCMS) for district court case management, and DOS WordPerfect v.5.1 and R:Base for the Clerk of the Supreme Court's office. Many court offices around the state continue to operate various versions of WordPerfect. The transition to a state standard Microsoft desktop is in process.

The Supreme Court's IT Division collaborates with many cities and counties to coordinate IT services for users in those environments.

Obsolescence Issues

Most of the Judicial Branch's IT environment is categorized as either declining or obsolete. This environment creates significant challenges to Branch staff to conduct business and meet the responsibilities vested in the Judiciary by the Montana Constitution.

Declining and obsolete systems hamper information sharing between jurisdictions and inhibit the sharing of information with criminal justice entities across the state. This information gridlock also restricts access to public information by Montana's citizens and requires information to be re-entered many times by various offices throughout the Branch and criminal justice agencies, thus, wasting valuable resources and increasing the opportunities for creating errors.



OBSOLESCENCE TABLE							
Type	Personal Computers (PC's)	PC Operating Systems	Desktop Software	Server Hardware	Network Operating Systems	Major Applications	
1	Emerging < 1 yr	20%	0%	0%	5%	0%	0%
2	Mature 1-3 yr	30%	50%	25%	10%	3%	5%
3	Declining 3-4 yr	30%	25%	25%	40%	22%	0%
4	Obsolete > 4 yr	20%	25%	50%	45%	75%	95%

Planned IT Changes and Budget Requests

The Supreme Court established the Commission on Technology to address 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 is charged with setting the direction and policy for information technology in the Montana Judicial Branch. The Commission is comprised of representatives from various components of the Montana Court System, a legislator, and a member of the public. The Commission has worked to create the Judicial Branch IT Strategic Plan document. The Plan contains the blueprint for setting policy, requesting and allocating resources, and prioritizing IT projects for the Judicial Branch in Montana.

Planned budget requests will include:

- Adequate staffing to support the current locations and systems
- Adequate resources for equipment upgrades
- Funding for connections to all offices served by supported systems
- Improvement of infrastructure for connectivity and public access to information
- Upgrade or replacement and training of the Judicial Case Management System (JCMS)
- Replacement of the Supreme Court's Case Management System in the Supreme Court Clerk's office because of obsolescence and no database capabilities.

Planned IT changes will include:

- Elimination, replacement, or upgrade of existing state operated file servers used for support of the Judicial Case Management System (JCMS)
- Upgrade or replacement of JCMS
- Establishment of a 4-year replacement cycle for all supported computer equipment



- Complete deployment of Full Court to Courts of Limited Jurisdiction to replace LJCMS
- Compliance with state standards for hardware, software, and policy.
- Better utilization of the state's IT resources to provide desktop services and support to end-users
- Replacement of the Supreme Court's Case Management System in the Supreme Court Clerk's office because of obsolescence and no database capabilities.



INFORMATION TECHNOLOGY GOALS AND OBJECTIVES



Goal 1: Access

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

State IT Goals Supported by Goal 1: *
Shared Information Resource, E-Government

Goal 1 Objectives:		<u>Estimated Time Frame</u>
1.1	The Judicial Branch will enhance the use and functionality of all Supreme Court provided applications.	<i>On-going</i>
1.2	The Judicial Branch will work to improve the connectivity of all field offices to the state's SummitNet network.	<i>FYE** 2005 and on-going</i>
1.3	The Judicial Branch will assess and define connectivity for all Clerk of Court, District Court, and Limited Jurisdiction court personnel to Supreme Court provided applications.	<i>FYE 2004</i>
1.4	All Web-based access will employ a similar look and feel and be ADA compliant.	<i>On-going</i>
1.5	Public information will be accessed via a Web browser where appropriate.	<i>FY 2006-2007</i>
1.6	The Judicial Branch will work with and encourage information sharing with all interested entities.	<i>On-going</i>
1.7	Complete deployment by June 30, 2005 of Full Court to the Courts of Limited Jurisdiction to replace existing systems.	<i>FYE 2005</i>
1.8	The Office of the Court Administrator will establish by June 30, 2003, an accounting structure that will identify the fiscal items of revenue and expenses and that will generate a semi-annual report relating to information technology with the Supreme Court, District Courts, Courts of Limited Jurisdiction, Clerk of the Supreme Court and Clerks of District Courts.	<i>On-going</i>

* State Information Technology Goals are listed in detail in the State's Information Technology Strategic Plan published in May 2002. A summary of the statewide IT plan goals are listed in Appendix C of this document. The statewide plan is also available on-line at: <http://www.state.mt.us/itsd/stratplan/statewideplan.asp>

** FYE designates "Fiscal Year End"



Goal 2: Standardize

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

State IT Goals Supported by Goal 2:
Enterprise Infrastructure, Efficient Use

<u>Goal 2 Objectives:</u>		<u>Estimated Time Frame</u>
2.1	The Judicial Branch will require all staff and encourage non-state staff to use state standards for software, hardware, and security.	<i>On-going</i>
2.2	The Judicial Branch will work to adopt data standards that facilitate information sharing and allow better reporting throughout the system.	<i>FYE 2005 and on-going</i>
2.3	The Judicial Branch will adopt the standards established by ITSD for hardware, software, security, communication, and application development.	<i>FYE 2003</i>
2.4	The Judicial Branch will define application standards for presentation, functionality, and accessibility.	<i>FYE 2005</i>
2.5	The Judicial Branch will develop or acquire a user's data dictionary for court specific applications.	<i>FYE 2005</i>
2.6	The Judicial Branch will develop and communicate a clear reporting standard relative to court case information collected and manipulated by court automated systems for statistical reporting.	<i>FYE 2004 and on-going</i>

Goal 3: Enhance

The Montana Judicial Branch shall equip its staff with the best applicable contemporary technology to ensure efficient, effective, quality service to both the judicial branch and the public.

State IT Goals Supported by Goal 3:
IT expertise, Well Managed, Enterprise Infrastructure, Efficient Use



<u>Goal 3 Objectives:</u>		<u>Estimated Time Frame</u>
3.1	The Judicial Branch will adopt a regular replacement cycle for all technology supported.	FY 2004
3.2	The Judicial Branch will establish a regular reporting cycle to enable IT support planning and acquisition of resources.	FY 2004
3.3	The Judicial Branch will, where possible, centralize and automate administration, management, support, and inventory of systems.	FYE 2005 and on-going
3.4	The Judicial Branch will train court and local government staff on standards for software, hardware, and security.	FY 2004 and on-going
3.5	The Judicial Branch will establish a training program to enhance the IT staff's ability to support modern systems into the future.	FY 2004
3.6	The Judicial Branch will utilize technology to enhance courtroom efficiency, effectiveness, and access. (e.g. video conferencing systems, network access, evidence presentation and display systems, etc.)	FY 2006-2007 and on-going

Goal 4: *Ensure*

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.

State IT Goals Supported by Goal 4:
Enterprise Security, Business Continuity, Shared Information Resource

<u>Goal 4 Objectives:</u>		<u>Estimated Time Frame</u>
4.1	The Judicial Branch will establish a central repository of court information that ensures reliable access to system information and reliable data recovery.	FY 2006
4.2	The Judicial Branch will develop security policies consistent with existing enterprise-wide policies.	FY 2004
4.3	The Judicial Branch will assess risk relative to security, availability, reliability, integrity, and continuity.	FY 2004
4.4	The Judicial Branch will develop a disaster recovery plan for all centrally held court information.	FY 2006



Goal 5: Manage

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

State IT Goals Supported by Goal 5:
Governmental and Private Sector Cooperation, Efficient Use, Well Managed

<u>Goal 5 Objectives:</u>		<u>Estimated Time Frame</u>
5.1	The Judicial Branch will secure adequate staffing to enable support of systems across the state.	<i>FY 2003</i>
5.2	The Judicial Branch will seek adequate funding for replacement equipment.	<i>FY 2003</i>
5.3	The Judicial Branch will seek funding for providing and/or improving connections for court personnel.	<i>FY 2003-05</i>
5.4	The Judicial Branch will utilize existing resources where they are more efficient and cost effective.	<i>On-going</i>
5.5	The Judicial Branch will collaborate with other stakeholders to ensure improved service delivery to all interested entities.	<i>On-going</i>
5.6	The Judicial Branch will periodically survey customer satisfaction with the services provided.	<i>FY 2004 and on-going</i>





USES OF INFORMATION TECHNOLOGY – IT Budget Request

Request #: 1	Priority	Activity Type	Start Date	End Date
Court Automation	High (1)	Enhancement	July 1, 2003	Ongoing

2) Business Requirement

District Court assumption required by SB176 and the addition of almost 300 staff to the Judicial Branch.

3) IT Goals & Objectives Supported

IT Goal(s) Supported	Associated IT Objective(s) Supported
Goal 1: Access	1.1,1.2,1.3,1.6
Goal 2: Standardize	2.1,2.2,2.3,2.4,2.5
Goal 3: Enhance	3.1
Goal 4: Ensure	4.1,4.3,4.4
Goal 5: Manage	5.1,5.2,5.3

4) Description of Request

The Judicial Branch requests approximately \$3.4 million state special revenue funding for the 2005 biennium to provide for branch-wide information technology needs. The existing automation program is scheduled to sunset June 30, 2003. HB 18 would repeal the sunset and increase the surcharge from five to ten dollars. The current charge generates revenues of approximately \$1 million per year. Doubling the surcharge would generate enough revenue to offset the request of \$3.4 million over the biennium. This decision package is based on passage and approval of HB 18.

The existing (until 6/30/03) automation program provides system support, training, workstations, file servers, connectivity, and software to all Montana (MT) courts. The current IT environment includes two software applications used in MT courts. First, the Judicial Case Management System (JCMS) is an application developed by the Office of the Court Administrator (OCA). It is the primary product used by District Courts to capture and report information, manage cases, and collect and distribute money related to district court operations. The second program supported by the IT division is "Full Court." Full Court is a program licensed from Justice Systems Incorporated (JSI) that provides case management functionality to the limited jurisdiction courts. Full Court is currently operational in 17 limited jurisdiction courts and is scheduled for continued installation in remaining courts during the 2005 biennium.

Overall, the IT division will use resources from this request to provide the above described services and equipment to almost 1,000 state, county, and city staff across the state.



5) Technical Approach

This proposal includes funding to provide 14 Full Time Equivalents (FTE), including 7 existing FTE, related start-up and operating costs, and replacement equipment.

6) Special Concerns - None**7) Estimated IT Resources**

Section/Unit	FY02-FY03	FY04-FY05	FY06-FY07
Personal Services	0	\$1,199,351	Unknown
Operating Costs	0	\$1,247,868	Unknown
Grants to Counties*	0	\$961,689	Unknown
Total	0	\$3,408,917	Unknown

* Grants to Counties includes the amount expended to purchase computer hardware and software for county offices including Courts of Limited Jurisdiction and District Court Clerk's offices. It does not include the portion of staff time, and other operating expenses expended to provide these services.





APPENDICES

Appendix A - ARTICLE VII of the Montana Constitution

THE JUDICIARY

Section 1. Judicial power. 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.

Section 2. Supreme court jurisdiction.

- (1) The supreme court has appellate jurisdiction and may issue, hear, and determine writs appropriate thereto. It has original jurisdiction to issue, hear, and determine writs of habeas corpus and such other writs as may be provided by law.
- (2) It has general supervisory control over all other courts.
- (3) It may make rules governing appellate procedure, practice and procedure for all other courts, admission to the bar and the conduct of its members. Rules of procedure shall be subject to disapproval by the legislature in either of the two sessions following promulgation.
- (4) Supreme court process shall extend to all parts of the state.

Section 3. Supreme court organization.

- (1) The supreme court consists of one chief justice and four justices, but the legislature may increase the number of justices from four to six. A majority shall join in and pronounce decisions, which must be in writing.
- (2) A district judge shall be substituted for the chief justice or a justice in the event of disqualification or disability, and the opinion of the district judge sitting with the supreme court shall have the same effect as an opinion of a justice.

Section 4. District court jurisdiction.

- (1) The district court has original jurisdiction in all criminal cases amounting to felony and all civil matters and cases at law and in equity. It may issue all writs appropriate to its jurisdiction. It shall have the power of naturalization and such additional jurisdiction as may be delegated by the laws of the United States or the state of Montana. Its process shall extend to all parts of the state.
- (2) The district court shall hear appeals from inferior courts as trials anew unless



otherwise provided by law. The legislature may provide for direct review by the district court of decisions of administrative agencies.

- (3) Other courts may have jurisdiction of criminal cases not amounting to felony and such jurisdiction concurrent with that of the district court as may be provided by law.

Section 5. Justices of the peace.

- (1) There shall be elected in each county at least one justice of the peace with qualifications, training, and monthly compensation provided by law. There shall be provided such facilities that they may perform their duties in dignified surroundings.
- (2) Justice courts shall have such original jurisdiction as may be provided by law. They shall not have trial jurisdiction in any criminal case designated a felony except as examining courts.
- (3) The legislature may provide for additional justices of the peace in each county.

Section 6. Judicial districts.

- (1) The legislature shall divide the state into judicial districts and provide for the number of judges in each district. Each district shall be formed of compact territory and be bounded by county lines.
- (2) The legislature may change the number and boundaries of judicial districts and the number of judges in each district, but no change in boundaries or the number of districts or judges therein shall work a removal of any judge from office during the term for which he was elected or appointed.
- (3) The chief justice may, upon request of the district judge, assign district judges and other judges for temporary service from one district to another, and from one county to another.

Section 7. Terms and pay.

- (1) All justices and judges shall be paid as provided by law, but salaries shall not be diminished during terms of office.
- (2) Terms of office shall be eight years for supreme court justices, six years for district court judges, four years for justices of the peace, and as provided by law for other judges.

Section 8. Selection.



- (1) Supreme court justices and district court judges shall be elected by the qualified electors as provided by law.
- (2) For any vacancy in the office of supreme court justice or district court judge, the governor shall appoint a replacement from nominees selected in the manner provided by law. If the governor fails to appoint within thirty days after receipt of nominees, the chief justice or acting chief justice shall make the appointment from the same nominees within thirty days of the governor's failure to appoint. Appointments made under this subsection shall be subject to confirmation by the senate, as provided by law. If the appointee is not confirmed, the office shall be vacant and a replacement shall be made under the procedures provided for in this section. The appointee shall serve until the election for the office as provided by law and until a successor is elected and qualified. The person elected or retained at the election shall serve until the expiration of the term for which his predecessor was elected. No appointee, whether confirmed or unconfirmed, shall serve past the term of his predecessor without standing for election.
- (3) If an incumbent files for election and there is no election contest for the office, the name of the incumbent shall nevertheless be placed on the general election ballot to allow the voters of the state or district to approve or reject him. If an incumbent is rejected, the vacancy in the office for which the election was held shall be filled as provided in subsection (2).

Section 9. Qualifications.

- (1) A citizen of the United States who has resided in the state two years immediately before taking office is eligible to the office of supreme court justice or district court judge if admitted to the practice of law in Montana for at least five years prior to the date of appointment or election. Qualifications and methods of selection of judges of other courts shall be provided by law.
- (2) No supreme court justice or district court judge shall solicit or receive compensation in any form whatever on account of his office, except salary and actual necessary travel expense.
- (3) Except as otherwise provided in this constitution, no supreme court justice or district court judge shall practice law during his term of office, engage in any other employment for which salary or fee is paid, or hold office in a political party.
- (4) Supreme court justices shall reside within the state. During his term of office, a district court judge shall reside in the district and a justice of the peace shall reside in the county in which he is elected or appointed. The residency requirement for every other judge must be provided by law.



Section 10. Forfeiture of judicial position.

Any holder of a judicial position forfeits that position by either filing for an elective public office other than a judicial position or absenting himself from the state for more than 60 consecutive days.

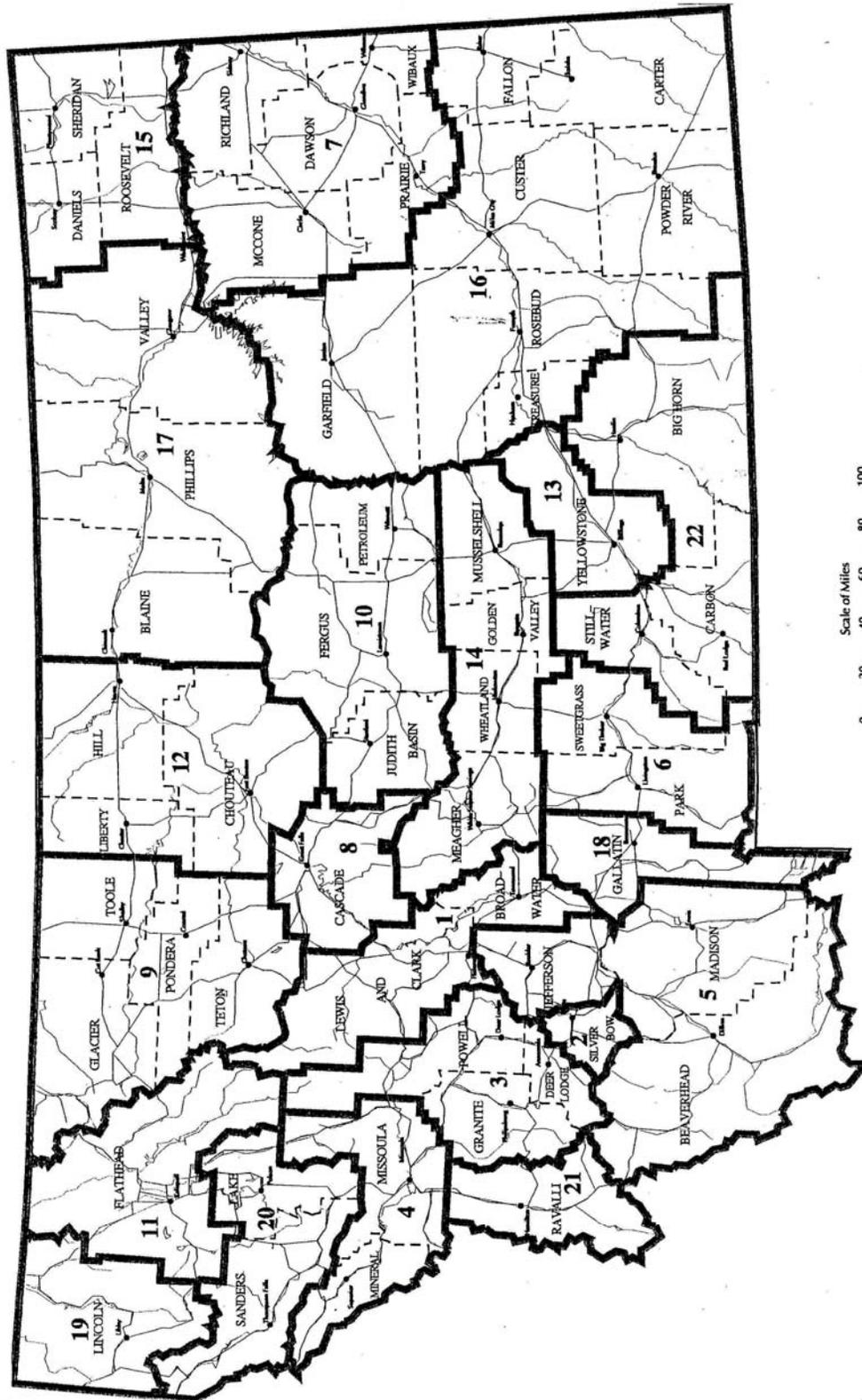
Section 11. Removal and discipline.

- (1) The legislature shall create a judicial standards commission consisting of five persons and provide for the appointment thereto of two district judges, one attorney, and two citizens who are neither judges nor attorneys.
- (2) The commission shall investigate complaints, and make rules implementing this section. It may subpoena witnesses and documents.
- (3) Upon recommendation of the commission, the supreme court may:
 - (a) Retire any justice or judge for disability that seriously interferes with the performance of his duties and is or may become permanent; or
 - (b) Censure, suspend, or remove any justice or judge for willful misconduct in office, willful and persistent failure to perform his duties, violation of canons of judicial ethics adopted by the supreme court of the state of Montana, or habitual intemperance.
- (4) The proceedings of the commission are confidential except as provided by statute.



Appendix B – State Map of Judicial Districts

State of Montana Judicial Districts



Appendix C – State IT Goals

Governmental & Private Sector Cooperation

The state will maximize the use of government IT resources through strategic relationships with business and other government entities to enhance the quality of life for Montanans.

Well-Managed

The State will use appropriate and disciplined project management methodologies, and make strategic and fiscally responsible investments in IT resources.

Efficient Use

State government will enhance the performance of agencies' mandates, missions, core competencies, and business processes through the appropriate and effective application of current and standardized IT resources.

Shared Information Resources

State government standards will promote the sharing of IT resources, including data, information, business function expertise, and technology among agencies to minimize unwarranted duplication.

E-Government

State government will aggressively deploy appropriate electronic government services for the benefit of its customers.

Enterprise Security

The state will require its IT systems maintain confidentiality and integrity while providing enterprise IT resources consistent with customer needs.

Business Continuity

The state will require reliable service delivery from its IT systems and maintain up-to-date plans and procedures for enterprise wide disaster recovery and business continuity. Business continuity involves IT systems, human resources, knowledge, physical resources, and communications.

Enterprise Infrastructure

State government will use secure, coordinated, standardized, and shared IT systems to deliver integrated services to its customers.



Information Technology Expertise

The state will develop a comprehensive mechanism for obtaining IT expertise both internal to state government and through external resources in order to support Montana's IT Vision in an environment of constant technological change.

