

Status of Approved Projects FY 2004-05

November 2004

Judicial Information Technology Standards

Funding for Biennium: \$ None

1. Judicial Information Technology Standards

Electronic Filing

Scope: JCIT will develop and adopt standards for case initiation and documentation filing by electronic means. The objective standard will define interface specifications and requirements, suitable for defining the statements of work in local and statewide contracts for case management software, including civil, criminal and family relations applications.

Target Date: 12/31/2001 (strategy adopted)
8/31/2005 (project completion)

BOP Status: Baseline

Funding Status: Daily Operations

Project Status: The Standards Subcommittee reviewed information from several sources and recommended endorsing TexasOnline as the electronic filing manager (EFM), with open market competition among electronic filing service providers (EFSP). The JCIT approved the recommended [e-filing strategy](#). The subcommittee will define standards and recommend policy.

The TexasOnline Authority approved two pilot counties (Bexar and Fort Bend) at its March 2002 meeting and the statewide concept at its June and July 2002 meetings. The Authority approved a \$2.00 per filing convenience fee to be collected by the pilot counties at its August 2002 meeting. The Authority approved a total \$6.00 per filing convenience fee (including \$2.00 for the county) at its September 2002 meeting. The Authority approved the addition of Upton County in the pilot project at its February 2003 meeting. The Authority also approved a \$2.00 convenience fee for Upton County at its February 2003 meeting.

Ten candidate counties were initially identified as launch and design partners.

The Standards Subcommittee posted a white paper to the JCIT website to respond to frequently asked questions in July 2002.

BearingPoint completed development of EFM and EFSP software in October 2002.

JCIT and OCA coordinated with BearingPoint (formerly KPMG Consulting) to develop a standard service level agreement (SLA) template to guide counties. The Standards Subcommittee approved the SLA in November 2002 and posted it to the JCIT website.

JCIT and OCA, in coordination with clerks and stakeholders from 10 counties, developed recommended electronic court filing rules for the pilot counties. The rules were provided to the counties in August and were adopted locally by the concerned courts in September. The Supreme Court considered the adopted rules in October and referred them to the Supreme Court Advisory Committee for recommendations. The Rules Subcommittee refined the rules and recommended approval to the Advisory Committee in November. The Supreme Court approved the revised rules for Bexar and Fort Bend Counties in December 2002.

Upton County rules were adopted locally in February 2003 and approved by the Supreme Court in March 2003. Travis County rules were adopted locally in January 2003 and approved by the Supreme Court in March 2003. El Paso County rules were adopted in May 2003 and are to be provided to the Supreme Court for approval in June 2003. Tarrant County, Webb County, and Dallas County are developing rules in June 2003.

Fort Bend County started its pilot on January 29, 2003. Through May, 29 filings have been processed. Upton County began its pilot May 11th. Bexar County's pilot began June 9th. Dallas County and Tarrant County will follow may join the pilot after their rules have been adopted locally and approved by the Supreme Court. El Paso County's pilot is expected to begin during the summer 2003.

The first commercial electronic filing service provider (EFSP), CaseFileExpress, entered the market on May 1, 2003. A second EFSP is in testing. A third is expected to complete testing in July. A fourth EFSP is in discussion with TexasOnline.

The Chief Justice approved the e-filing project timeline and pilot exit criteria on April 22, 2003. The timeline and criteria were presented to the TexasOnline Authority on May 9, 2003.

Bexar County became the third pilot county when the Bexar County District Clerk activated electronic filing services on June 9, 2003.

The TexasOnline Authority approved El Paso County's e-filing proposal at its June 2003 meeting

The TexasOnline Authority approved the service of copies proposal at its July 2003 meeting.

In accordance with the JCIT e-filing strategy, JCIT presented to the TexasOnline Authority a proposal to waive convenience fees for the Office of the Attorney General. A second proposal will include waivers for prosecutors for criminal cases, counsel for indigent parties in both criminal and civil cases, and indigent *pro se* filers.

The TexasOnline Authority approved the Dallas County convenience fee at its October 2003 meeting.

El Paso County became the fourth pilot county when the El Paso County District Clerk activated electronic filing services on September 22 2003.

Lexis-Nexis became the third certified service provider in the Texas market when they began offering services in January 2004.

TexasOnline/BearingPoint hosted an EFSP Roundtable March 23, 2004 to update the service providers on anticipated rules changes and to address service provider issues.

The Standards Subcommittee approved standard document types for county and district court e-filing first-tier menus in March 2004. The Standards Subcommittee also approved deleting the requirement for attorneys and legal staff to submit Texas driver license numbers as part of e-filing registration in April 2004.

The TexasOnline Authority approved ending the pilot phase on April 9, 2004. At the April meeting the Authority also approved a \$2.00 convenience fee for Tarrant County.

Tarrant County became the fifth county to implement e-filing on May 3, 2004 when the County Clerk began accepting electronic documents.

The Supreme Court agreed to revised standard local e-filing rules in June 2004. The revised rules allow judges to order e-filing and e-service on motions of parties in a case, as well as to issue electronic orders. They also provide that parties may elect once to receive electronic service in all cases.

In June 2004, JCIT provided the Supreme Court proposed changes to the Texas Rules of Civil Procedure to incorporate e-filing.

Dallas County implemented e-filing in its county and probate courts in July 2004. Local rules for Collin County Courts were approved by the Supreme Court in September 2004. Randall County Courts adopted local rules and forwarded them to the Supreme Court for approval. Harris County District Courts adopted local rules and will be forwarding them to the Supreme Court for approval.

An appellate court e-filing work group was formed in July 2004. The work group drafted an administrative order for the Supreme Court and sent it to the appellate courts for review. The order was based on the model local rules already approved for the 14th Court of Appeals.

Critical Issues: None

2. Judicial Information Technology Standards Imaging and Document Management Systems

Scope: This project will define the standards for imaging and document management systems.

Target Date: 01/31/2006 (research completed)
05/31/2006 (development completed)
12/31/2006 (standard adopted)

BOP Status: Baseline

Funding Status: Daily Operations

Project Status: This standards development effort has been slipped to the 2006-2007 biennium to allow for priority to be given to developing civil and criminal reporting codes in 2004-2005. OCA intends to research and develop imaging and document management standards through a contract.

Critical Issues: None

3. Judicial Information Technology Standards Document Font and Spacing for Electronic Filing

Scope: JCIT/OCA will develop and evaluate alternative standards for document fonts and spacing for electronic filing.

Target Date: 8/31/2004 (in-house or contract development completion)
12/31/2004 (standard adopted)

BOP Status: Baseline

Funding Status: Daily Operations

Project Status: The OCA staff and the Standards Subcommittee completed development of draft font and spacing standards. Based on Supreme Court guidance, the font and spacing criteria will be implemented as a guideline.

Critical Issues: None

4. Judicial Information Technology Standards Wireless Connectivity

Scope: JCIT will develop and evaluate alternative statewide judicial standards for **wireless connectivity**.

Target Date: 08/31/2005(contract development completion)
12/31/2005 (standard adopted)

BOP Status: Baseline

Funding Status: Daily Operations

Project Status: The JCIT staff intends to defer development of this standard until FY 2005 or until national standards have evolved and matured.

Critical Issues: None

5. Judicial Information Technology Standards Civil and Criminal Reporting Codes

Scope: JCIT will develop and consider alternative **standards for civil and criminal reporting codes.**

Target Date: 8/31/2005 (in-house development completion)
12/31/2005 (standard adopted)

BOP Status: Baseline

Funding Status: Daily Operations

Project Status: The OCA staff will work with the subcommittee, the OCA reporting work group, the Department of Public Safety, and the State Agency Justice Information Coordinating Committee (SAJICC) to develop the proposed standards for reporting codes. The OCA work group is developing proposed changes to the Judicial Council's monthly report, with a timeline that extends into 2005.

Critical Issues: None.