



## State EDMS

8:30 a.m. - 9:30 a.m.

### Presented by:

Hon. Michael Mullins  
Iowa Court of Appeals  
Washington Co. Clerk of Court  
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Washington, Iowa 52353

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Director of Information  
Systems and Technology  
Iowa Judicial Branch  
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Des Moines, Iowa 50319



**Friday, May 9, 2014**

# EDMS IOWA COURTS

Perspectives on the Electronic Document  
Management System (EDMS) for Iowa  
Courts

by Michael R. Mullins  
Iowa Court of Appeals Judge  
And

Ken Bosier  
Director of Information Systems and Technology  
Iowa Judicial Branch

# EDMS

## Goals for Today's Presentation

- Review business reasons for EDMS
  - What was it intended to do?
  - What was it not intended to do?
  - Though not intended, what was expected?
  - What are some unexpected consequences?
    - Positive
    - Negative
  - Expectations/plans for the future

# HISTORICAL PERSPECTIVE

- Until computers and ICIS case management system, business of the courts had changed very little for nearly 150 years.
- Same could be said for law offices.
- The interface between lawyers/clerks/judges had changed little, except for phone conference calls and faxed documents (which were officially disallowed for most documents)



# EDMS

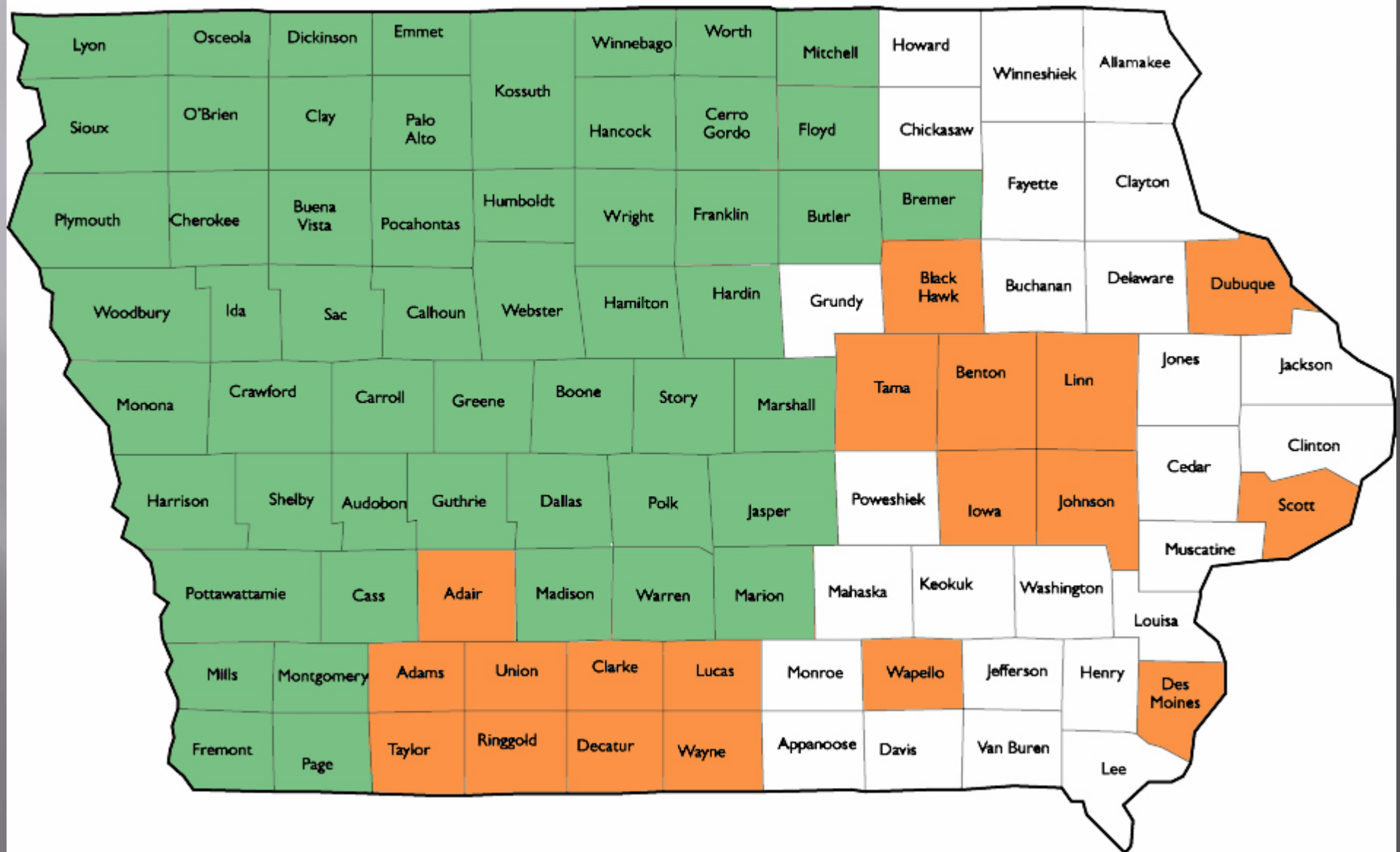
## ▣ WHAT IT IS

- Using technology to address business problems encountered by the Iowa courts
- Leveraging resources to gain the greatest advantages for efficiency and access to the courts
- Business unit driven

## ▣ WHAT IT IS NOT

- Technology personnel driving the policy decisions
- Using technology for the sake of technology

EDMS Where?—Green, done; Orange, 2014; White, 2015



# EDMS

## Electronic Document Management System

- E-filing
  - Lawyers/parties/judges — file from computer anywhere
- As of 04/01/2014:
  - 54-1/3 counties (out of 99-Linn partially implemented)
  - Roughly 400,000 cases are now EDMS cases
  - Nearly 3 million documents stored and filed
  - Roughly 56% of all current court filings in the state are now in EDMS
  - Plan to have total of 73 counties and appellate on EDMS by end of 2014. All counties by end of calendar 2015

# EDMS

## Why?

- ▣ For years, the courts have struggled with these business problems:
  - File storage limitations
  - File access—limited to one person at a time
  - Files not up to date
  - Judges need files when not in county
  - Rural access to justice
  - Mail as slow way to deliver urgent documents
  - File security—integrity of documents
  - Remote storage caused delays

# EDMS

## How?--JTC

- Judicial Technology Committee (JTC), appointed by order of the Chief Justice, advises the Supreme Court on technology policy
  - Identified the business needs for an EDMS solution
  - Identified imperatives for EDMS design
  - Provides policy guidance for EDMS implementation



# EDMS

## How?—Rules and BAC

- Rules Committee was appointed by Supreme Court
  - Developed chapter 16 of Iowa Court Rules for technological design and implementation of EDMS
  - After Rules were approved, a core group of that committee became Business Advisory Committee (BAC)

# EDMS

## How?—BAC

- Business Advisory Committee (BAC) was appointed by State Court Administrator
  - Core group from Rules Committee, plus additional representatives throughout EDMS implementation
  - Address business problems, users questions, rules amendments, program enhancements
  - Provides the nut and bolts, day-to-day business direction for technology implementation
  - Phone conf calls scheduled every week since before pilot counties, periodic all-day in person meetings

# EDMS INTENTIONS

- Electronic documents
  - Eliminate file cabinet storage and future off-site storage
  - Facilitate court response without physical file
  - Reduce delays resulting from papers not in files
  - Multiple court personnel and user access to court docs
  - Available from any internet access point
  - Timely delivery of court rulings
  - Kiosks onsite/offsite for public/users access

# EDMS NOT INTENDED TO . . .

- Reduce attorney contact with judges
- Increase/decrease work for attorneys
- Increase/decrease work for any users
- SUMMARY: No intention to impact the net work effort of non-court personnel

# EXPECTED CONSEQUENCES

- Attorneys/parties access to court files
- Access to filing documents 24/7
- Reduce time and expense of filing documents
- Near real time notification of docs filed
- Resistance from judges and lawyers
- Difficulties for self-represented litigants
- Capture data for re-use without re-input
- Increase work at some stages, offset by decrease at other stages



# EXAMPLES OF EXPECTED CONSEQUENCES

- Case initiation — data input of confidential info and civil case cover sheets increased time for case initiation
- Filing documents — no printing, mailing, hand delivery of court docs
- Business processes would change — for courts, lawyers and other frequent filers
- Vendors for users would develop technology solutions/enhancements

# EXAMPLES OF *UNEXPECTED* CONSEQUENCES

- Problems with case mgt. system development for prosecutors
- Case initiation takes longer for criminal cases
- Resistance to some users changing internal business processes
- Reduced Judge-Attorney interaction
- Increase in law enforcement complaint filings
- No immediate need for kiosks

# ADDITIONAL CHALLENGES

- Ever changing technologies since RFP
  - Laptops at reasonable cost
  - Smart phones – explosion in use
  - Tablets
  - Wireless availability

# EXPECTATIONS/PLANS FOR THE FUTURE

- Combine BAC and ICIS steering for continued development and enhancement of EDMS
- Assure stability of current EDMS system
- Refine redundant systems for reasonable assurance of access
- Enhance existing disaster plans
- Identify and develop processes for greater automation and efficiencies

QUESTIONS?



THE END

THANK YOU

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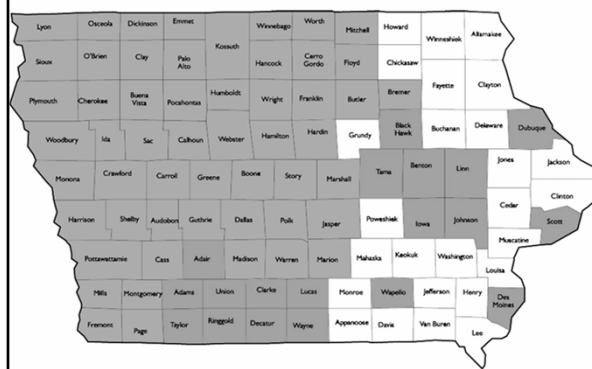
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