

RESOLUTION NO. 03-19

**RESOLUTION ADOPTING A PROPOSAL FOR THE CITY COURT
OF THE CITY OF WEST LAFAYETTE TO IMPLEMENT THE STATEWIDE
CASE MANAGEMENT SYSTEM CALLED ODYSSEY**

WHEREAS, the statewide Court Case Management System, called Odyssey, is being offered to the City Court of the City of West Lafayette, at no cost;

WHEREAS, the Division of State Court Administration signed a state contract in 2007 with Tyler Technologies, Inc. purchasing the rights to use Odyssey for all judicial staff in Indiana and the Division has been deploying Odyssey to the trial courts and city and town courts since 2007;

WHEREAS, in addition to the fact the Division of State Court Administration has paid the initial licensing costs for the Odyssey software, the Division of State Court Administration will pay the yearly software maintenance and support costs and the City will not incur any yearly licensing costs to use the software;

WHEREAS, the Division of State Court Administration will pay for the training of the judge and court staff;

WHEREAS, while the City currently pays for the maintenance and support for the current Court Case Management System software, with the implementation of Odyssey this cost will be eliminated; and

WHEREAS, Odyssey offers the citizens of the City of West Lafayette access to non-confidential court case information at no cost over the internet at mycase.in.gov;

WHEREAS, the Common Council of the City of West Lafayette and City Clerk of the City of West Lafayette believe that the implementation of the Odyssey Case Management System by the City of West Lafayette City Court is in the best interests of the citizens of the City of West Lafayette;

WHEREAS, Judge Lori Stein Sabol, Judge of the City Court of the City of West Lafayette, is in agreement that the Odyssey Case Management System should be implemented by the City Court of the City of West Lafayette;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Lafayette that:

Section 1. The Common Council of the City of West Lafayette hereby approves and supports the implementation of the statewide Odyssey Case Management System for the City Court of the City of West Lafayette and finds that the implementation of Odyssey is in the best interests of the City of West Lafayette.

Section 2. To effectuate the foregoing, the Common Council of the City of West Lafayette hereby approves the Memorandum of Understanding and Request for Participation in the statewide Case Management System (CMS). In a form substantially similar to Exhibit "A" a copy of the Memorandum of Understanding and Request for Participation in the statewide Case Management System (CMS) is attached.

Section 3. This resolution shall be in effect from and after its passage by the Common Council of the City of West Lafayette.

INTRODUCED ON FIRST READING ON THE 1 DAY OF April, 2019.

MOTION TO ADOPT MADE BY COUNCILOR DeBoer, AND SECONDED BY COUNCILOR Dietrich.

DULY ORDAINED, PASSED, AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA, ON THE 1 DAY OF April, 2019, HAVING BEEN PASSED BY A VOTE OF 7 IN FAVOR AND 0 OPPOSED, THE ROLL CALL VOTE BEING:

	AYE	NAY	ABSENT	ABSTAIN
Bunder	✓			
DeBoer	✓			
Dietrich	✓			
Jones			✓	
Keen			✓	
Leverenz	✓			
Sanders	✓			
Thomas	✓			
Wang	✓			


Peter Bunder, Presiding Officer

Attest:

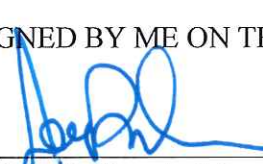

Sana G. Booker, Clerk



PRESENTED BY ME TO THE MAYOR OF THE CITY OF WEST LAFAYETTE, INDIANA ON THE 2 DAY OF April, 2019.


Sana G. Booker, Clerk

THIS RESOLUTION APPROVED AND SIGNED BY ME ON THE 2 DAY OF April, 2019.


John R. Dennis, Mayor

Attest:


Sana G. Booker, Clerk



Exhibit "A"



Corporation Counsel

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765.742.1988
Fax: 765.742-8774

Honorable Loretta H. Rush, Chief Justice
Indiana Supreme Court
c/o Mary DePrez
Director and Counsel for Trial Court Technology
Division of State Court Administration
30 South Meridian Street, 5th Floor
Indianapolis, Indiana 46204

RE: Memorandum of Understanding and Request for Participation
in the Statewide Case Management System (CMS).

Dear Chief Justice Rush:

1. Based on information we have received from discussions with, presentations by, and other materials provided by the Indiana Supreme Court's Division of State Court Administration and its staff, this City has determined that participation in the new Statewide Case Management System (CMS) is in the best interests of our city. This conclusion has been discussed with all of the officials who will be involved in supporting the project.

2. We understand that the CMS is to be implemented cooperatively on a county-by-county basis between the Indiana Supreme Court, the Court's Division of State Court Administration, County Courts, County Clerks, City and Town Courts and other elected and appointed city/town/county officials throughout the State.

3. Our City agrees to the deployment of the Indiana Supreme Court's statewide Case Management System. We understand and agree that this deployment will require a commitment of time and effort on our part.

4. We understand that the CMS will be a statewide system containing substantial amounts of information (including financial information) on court cases and connected to those who use such information. We have been informed of and recognize the scope and complexity of the project. We have been advised that the Division will, at its expense, provide the case management software and will operate the CMS on a statewide basis. The Division will also provide project team assistance (including training) during the implementation process. We are aware that our City, its Court, Clerk and other officials will be called upon, and agree, to provide personnel support and to bear various costs as set out in paragraph

5. We understand that we will need, and we agree, to use the standards and protocols and follow the policies for use of the CMS that the Division identifies for all participants in the State. We further understand that the CMS is based upon Indiana Statutes, Rules of Court and applicable case law. We are informed that the Indiana Supreme Court, through the Division, plan for the system to evolve to provide a high level of standardization of court procedures statewide. Best court practices will be utilized in standardization. We understand that we will play an important role in reaching that goal and may need to modify or abandon current ways of doing business that do not conform to the statutes, rules, case law and/or best practices. We understand that the Indiana Supreme Court will supervise our participation in the statewide Case Management System and will establish procedures for ensuring compliance with the standards established.

6. We understand that the Indiana Supreme Court, through its Division of State Court Administration, will be responsible for the following subject to appropriated funding:

- a. The cost of the license and maintenance fees for the software.
- b. Any upgrades and enhancement to the software.
- c. Initial training of Court staff.
- d. Statewide system servers but not local servers for document storage.
- e. Interfaces with specific State agencies and, QUEST, the juvenile Case Management System.
- f. The conversion of court case and financial data in conformance with established Division standards, if conversion is agreed upon.

7. We understand and agree to the current plan requiring our City to supply and/or fund:

- a. The client hardware (personal computers, printers, local server if required and related equipment) to be used in our City unless the Division is able to secure grant funding to assist with this expense.
- b. The local area network(s) required for use of the statewide Case Management System.
- c. Any communications circuits needed to connect buildings in our county housing users of the CMS.
- d. Any local interfaces if the Division agrees to additional inbound or outbound interfaces. We further understand that we will not have additional inbound interfaces beyond those provided by the statewide Case Management System without Division approval.

- e. The conversion of any data other than that referred to in paragraph 6 (f). However, the Division reserves the right to perform all conversion to assure that the proper format for loading the data into the CMS is used.
- f. Any personnel costs attributable to filling in for current staff while it trains and works toward implementation of the CMS.
- g. Qualified local IT staff support following implementation of the CMS.


8. We understand we may be called upon from time to time to assist with various aspects of the statewide project such as testing and advising other courts and agree to do so. We will develop a structure to enhance deployment and ongoing use of the statewide Case Management System. This structure will include, at a minimum, defined user groups and a decision making body. At the Division's request, the user groups will meet regularly to discuss challenges to successful functioning of the CMS. These groups will be available to act as conduits for requests, issues and problems identified by users to the Division staff and to respond to inquiries by the Division.

9. We understand that the data entered into the statewide Case Management System will be the property of the Court and subject to the Supreme Court rules and orders relating to control and access to court information and proper management of the statewide CMS.

Please include our City in your implementation schedule for the new Statewide Case Management System. (Attach additional signature page if needed.)

Sincerely,

4/11/19
Date



Judge Lori Stein Sabol

4-3-19
Date



Sana G. Booker, Clerk

4/3/19
Date



Peter Bunder, City of West Lafayette
Council President