

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA  
IN AND FOR THE COUNTY OF MARICOPA**

IN THE MATTER OF UPGRADING THE	)	ADMINISTRATIVE ORDER
CASE MANAGEMENT SYSTEM	)	NO. 2015-048
_____	)	

WHEREAS, Arizona Supreme Court Administrative Order 2005-32, requires the Presiding Judge to coordinate and implement compatible information systems and technology for all jurisdictions in the county, improve information sharing, and encourage projects which utilize technology to increase accessibility and improve both efficiency and court management within this jurisdiction; and

WHEREAS, the Presiding Judge has administrative supervision over and the authority to prescribe the duties of the Superior Court, Adult Probation, Juvenile Probation, and the Clerk of Court pursuant to Arizona Supreme Court Administrative Order 2005-32 and Arizona Supreme Court Rule 92; and

WHEREAS, the Superior Court's current case management system known as iCIS (integrated court information system), is being modernized to improve accuracy and efficiency, reduce costs, incorporate technological advancements, increase e-filing of courtroom documents, and move toward a paperless courtroom; and

WHEREAS, the Superior Court is developing an upgrade to iCIS, named iCISng, that will significantly improve information sharing and data integration with many justice agencies, accuracy, speed of document and data preparation and distribution, and user functionality; and will improve efficiency by creating electronic documents thereby reducing reliance on paper, utilizing electronic signatures and fingerprinting, issuance and quashing of warrants by Judicial Officers, and allow the Superior Court and the Clerk of the Court to eliminate redundancies and errors that result when justice partners use a different system with out of sync information; and

WHEREAS, the operation of two parallel data collection and document generation systems will be neither cost effective nor efficient and will markedly increase the likelihood of data errors and inconsistencies, and

WHEREAS, to achieve the full efficiencies and benefits of iCISng the Superior Court, Adult Probation, Juvenile Probation and the Clerk of the Court should cooperate in the development, training and use of iCISng to synchronize processes and procedures for the generation of documents and collection of data; and

WHEREAS, it will be necessary for the Superior Court to train the Clerk of the Court on operation of the new iCISng system to ensure the Clerk is required to only operate a single system for preparation of each document generated.

**IT IS ORDERED** that iCISng will be the principal case management system, data repository for the Superior Court, and the preferred document generation and distribution system for the Superior Court and the Clerk of the Court to the extent such functionality is developed within the iCISng system .

**IT IS FURTHER ORDERED** that each courtroom clerk will be provided access to iCISng to the full extent necessary to allow such clerks to utilize that system to prepare notices, orders and minute entries for the Superior Court.

**IT IS FURTHER ORDERED** that Superior Court personnel under the direction of Court Administration and Computer Technology Services (CTS) and with the cooperation of the Clerk of the Court will prepare, schedule and conduct appropriate training for all impacted Superior Court, Clerk and Probation personnel on the proper operation and use of each segment of the iCISng system as it is developed and deployed.

**IT IS FURTHER ORDERED** all Superior Court, Adult Probation, Juvenile Probation, and Clerk of Court employees shall cooperate in the development, training, and use of iCISng as modules are deployed in their areas. Each judge and commissioner shall direct the use of iCISng in his or her courtroom and all Superior Court, Adult Probation, Juvenile Probation, and Clerk of Court employees shall comply with the directions of each judge and commissioner.

Dated this 5th day of May, 2015.

/s/ Norman J. Davis

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Norman J. Davis  
Presiding Judge

Original: Clerk of the Superior Court

Copies: Superior Court Judges and Commissioners  
Hon. Michael K. Jeanes, Clerk of the Superior Court  
Raymond L. Billotte, Judicial Branch Administrator  
Barbara Broderick, Chief Adult Probation Officer  
Eric Meaux, Chief Juvenile Probation Officer