

WYOMING JUDICIAL COUNCIL

MINUTES

Jackson

March 17-18, 2025

8:30 A.M. – 4:30 P.M.

Members: Chief Justice Kate Fox (Chair), Justice Lynne Boomgaarden, Justice Kari Gray, Judge Catherine Rogers, Judge Joseph Bluemel, Judge Dawnessa Snyder, Judge Nathaniel Hibben, Judge John Prokos, Judge Wendy Bartlett

Others Present: Elisa Butler, Claire Smith, Kristen Trebil-Halbersma (NCSC) and Mandy Allen (NCSC)

STRATEGIC PLANNING

Welcome

Chief Justice Fox welcomed the members of the Wyoming Judicial Council and thanked them for attending the retreat.

Strategic Planning

Under the leadership of Kristen Trebil-Halbersma and Mandy Allen from the National Center for State Courts (NCSC), the Council engaged in strategic planning for 2025-2027. Over the course of a day and half, the NCSC walked the Council through the following areas of discussion:

- Why strategic planning
- Overview of survey results and focus groups (work performed by the NCSC prior to the retreat)
- Overview of current plan
- Examination and identification of priorities
- Operational plans
- Development of priority statements
- Development of initiatives

The Council agreed on a rough draft of the 2025-2027 strategic plan for the NCSC to refine following the retreat.

WJC BUSINESS

1. Budget Discussion

Attachment 1.1 – BFY27 Potential Budget Exception Request

Attachment 1.2 – JSA Information

Claire Smith presented preliminary general fund budget exception requests for the 2026 budget session, explaining the need for each request. Chief Justice Fox asked the Council to consider implementing a judicial evaluation program and provided examples from several other states.

The Council requested the information from the NCSC on security assessments be sent to the Court Security Commission for a recommendation on further action.

The discussion then moved to the Judicial Systems Automation (JSA) fund and its potential depletion if structural changes are not made. The Council requested additional information for the June meeting to better understand how the JSA fund is used and what could happen if the fund is depleted.

<p>2. WJB Logo Attachment 2.1 WJB Logo</p>	<p>Chief Justice Fox provided the members with a preview of the new Judicial Branch logo developed as part of the website redesign. The members were favorable of the logos.</p>
<p>3. Executive Committee Decision The Wyoming Judicial Council approved the delegation of decision-making authority on the use of Supreme Court grounds to the State Court Administrator.</p>	<p>Elisa Butler informed the Council that the Executive Committee approved delegation of authority on decisions related to the use of the Supreme Court grounds to the State Court Administrator. Justice Boomgaarden moved and Judge Bluemel seconded a motion to ratify the decision of the Executive Committee. The motion passed unanimously.</p>
<p>4. eFiling Committee The Wyoming Judicial Council approved the eFiling Committee becoming a committee of the WJC.</p>	<p>Elisa Butler provided information on the eFiling Committee and the Executive Council's recommendation that it become an official committee of the WJC. Judge Hibben moved and Justice Boomgaarden seconded a motion making the eFiling Committee a WJC committee.</p>
<p>Adjourn</p>	<p>Chief Justice Fox adjourned the meeting.</p>

Attachment 1.1

BFY27 Potential Budget Exception Requests

A. Applications

a. C-Track

- i. **\$1,258,000 ongoing**
- ii. C-Track upgrade initial costs were covered by an appropriation in BFY23. This cost reflects two years of managed cloud hosting services, maintenance and upgrade subscription costs. This will be an ongoing cost with a 5% increase each year. This cost has been part of the general fund appropriation in the past but will need to shift to JSA if not funded.

b. Remote Interpretation Software

- i. **\$150,000 ongoing**
- ii. Our KUDO contract ends December 2026 with the expiration of ARPA funds. In 2024, the courts used KUDO for a total of 1,356 hours. Eleven courts used the service for less than 10 hours for the year, nine courts were less than 50 hours, three courts were between 110-60 hours, and one court used the service for 860 hours (63% of the total hours). The remaining 27 courts did not use KUDO. The Applications Division is researching alternatives to KUDO.

B. Information Technology

a. Meraki

- i. **\$686,000 one-time**
- ii. Meraki firewalls, wireless access points and switches will reach end-of-life in the next biennium and the vendor will no longer be providing updates or patches. If these are not replaced, we do not receive security upgrades as vulnerabilities are discovered. This equipment is needed for internet connectivity. The cost includes an estimate of \$75,000 to hire a contractor to do the installations throughout the state.

b. Microsoft Unified Support

- i. **\$200,000 ongoing**
- ii. This is a plan for technical support coverage. Microsoft has changed their pricing structure and support is no longer included in the Enterprise Agreement. The Unified Support plan provides comprehensive coverage, 24/7 critical incident response, proactive services, unlimited support cases, cloud and on-prem integration, enhanced device support and expert access. Given our reliance on Microsoft, Unified Support will provide stability and security with our Microsoft products and services. Similar to coverage used by ETS.

c. IT Inflation Increase

- i. **\$260,000 ongoing**
- ii. IT service pricing, including Microsoft Enterprise Agreement, and software, security and network services and products, increase each year. This request assumes a 5% increase. We have not requested inflation increases on these services in the past and it caused us to get severely behind in our general budget. We received \$1.5M in BFY25 to bring us up to

Attachment 1.1

current pricing. Regular requests for inflation will allow our general fund IT budget to remain adequate to cover rising costs.

d. Penetration Testing

- i. **\$66,000 ongoing**
- ii. Penetration testing is a service that tests the security of our network from cyberattacks and identifies areas of weakness. Testing of this nature is critical to maintaining a secure environment for sensitive case and employee information.

C. Personnel

a. Position Transfer

- i. **\$ 0**
- ii. In our BFY25 budget request, we transferred the budget for Supreme Court chambers personnel and operational costs from the administration unit into its own unit. The costs remaining in the administration unit include the payroll and operational costs for most of the AOC staff, thereby providing a more transparent view of the administrative costs of the Judicial Branch. This request will complete the transition by moving AOC support positions and their associated budgets from other units into the administration unit.

b. Judicial Pay Raises

- i. **\$?**
- ii. Should we request funding for judicial raises?

c. AOC Positions

- i. **\$361,416 ongoing**
- ii. Both the House and the Senate approved our request to convert two positions in the AOC from time-limited to permanent, however with the Senate's decision not to pass a supplemental budget, we did not receive them. This is a request for both of those positions. Until then, we have moved one employee into a vacant position and distributed the duties related to the vacant position. The other employee will be transferred to a contractor role in the short term.

D. Branchwide Operations

a. Copiers

- i. **\$63,000 – 216,000 one-time**
- ii. Seven copiers will be 11 years or older by July 2026 (\$63,000). Twenty-four copiers will be 6 years or older by 2026 (\$216,000). We will work with the courts to determine which copiers need to be replaced.

b. Court Security

- i. **\$?**
- ii. Should we request funding?

In addition to these general fund requests, we may have a request for additional spending authority in the JSA fund.

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JSA Information

A. Expenditure Impacts – Below are new costs to be covered by the JSA account.

a. Courtroom Audio and Visual Equipment Refresh

- i. \$1,187,000 per biennium for 5 biennia
- ii. Courtroom audio and visual equipment was purchased with ARPA funds in 2020-2022. Our current projection, had the JSA bill passed, was to refresh seven courtrooms each year. With 70 courtrooms across the state, this would have been a ten-year cycle. We have postponed any further refreshes until the JSA concerns are alleviated.

b. Appellate Case Management System

- i. \$1,260,000 ongoing
- ii. The Legislature approved a request in BFY23 for funds to upgrade the appellate case management system. Between the time we received a quote from the vendor and the time we started contract negotiations, the vendor changed their sales model and the system costs significantly more. Annual hosting and support services will start at approximately \$614,000 with 5% increases each year. This item is included in the list of potential general fund exception requests but if it is not funded, JSA will need to absorb it.

c. Circuit Court e-Filing

- i. \$1,121,000 ongoing
- ii. The initial circuit court e-filing contract was purchased with ARPA funds, but JSA will need to absorb customizations and the ongoing costs of maintenance and support beginning in 2026.

d. District Court e-Filing

- i. \$814,000 ongoing
- ii. The district court e-filing system was purchased with an appropriation from BFY21. The JSA account will need to absorb customizations and ongoing maintenance and support costs beginning in 2025.

e. Courthouse Remodels

- i. \$725,000 ongoing in varying amounts - we usually have one or two each biennium
- ii. Courthouse remodels in Teton County and Lincoln County will occur in the next few years. Since costs related to technology are our responsibility, we will have to pay for the relocation and setup of audio-visual equipment to a separate facility for both Teton County courts as well as their relocation back to the new building once complete. Our estimate for this location is \$410,000. Lincoln County District Court will be relocated to the Lincoln County Justice Center and costs for a new courtroom are estimated at \$225,000.

f. Rising Inflation

- i. \$86,000
- ii. Rising inflation has occurred on almost all products and services covered by the JSA account, reducing the spending availability. We estimate a 5% increase in these costs.

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B. Revenue Impacts – Below are anticipated changes to JSA revenue. While neither item is a significant amount, they are worth noting.

a. Collection Trends

- i. \$272,000 estimated decrease based on recent trend
- ii. While JSA collections fluctuate from year to year, collections over the last biennium show a 4% decrease.

b. Move to Multiple Charges Per Citation

- i. \$194,360 estimated loss of JSA revenue
- ii. The Branch is moving to multiple charges per citation, impacting the assessment of JSA (and CLS) fees.

JSA NOTES:

- The JSA account pays the salary and benefits for 13 IT and Applications staff.
- JSA receipts are approximately \$6.6 M per biennium. Salary and benefits total approximately \$2.4 M per biennium.
- Since computer equipment is paid from JSA, any additions or upgrades to the hardware standard will further deplete the JSA fund.
- JSA also pays for the Jury Management System, FCE, select maintenance and support contracts, and a small amount of miscellaneous costs.

BUDGET OPTIONS - We can present a variety of options for JAC to consider, including:

- An increase in the JSA fee
- Transfers of salary costs from JSA to general fund
- Approval of some IT exception requests from general funds and some from JSA

Attachment 2.1

New Logo



Inverse



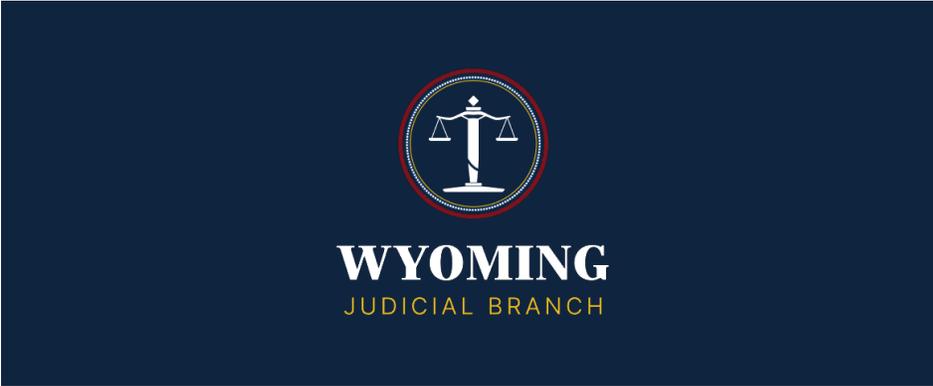
Variations



Horizontal Primary & Inverse



Vertical Primary & Inverse



Icon Primary & Inverse



Overlay Watermark

