

FILED  
CHAD A ROCHE  
CLERK OF SUPERIOR COURT

2014 NOV 19 PM 12:18

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA  
BY            **TLS**  
IN AND FOR THE COUNTY OF PINAL DEPUTY

RE: INTEGRATION AND MERGER OF )  
INFORMATION TECHNOLOGY STAFF )  
AND RESOURCES IN THE JUDICIAL )  
BRANCH IN PINAL COUNTY )

ADMINISTRATIVE ORDER

2014 - 00034

**WHEREAS**, the Presiding Judge of the Superior Court of Arizona in and for Pinal County is the Chief Judicial Executive Officer of the County and has administrative supervision over all courts in Pinal County pursuant to Article VI of the Arizona Constitution and Arizona Supreme Court Administrative Order No. 2005-32 (revised May 16, 2005); and

**WHEREAS**, the Presiding Judge seeks to align the Court with the Chief Justice's "Advancing Justice Together" Strategic Plan as it relates to promoting access to justice and improving court processes and procedures to better serve the public; and

**WHEREAS**, the Court's vision is to further enhance administrative integration and efficient operation of the Judicial Branch in Pinal County through use and expansion of Information Technology (IT) staff resources and services to the Superior Court, Clerk of Superior Court, Adult Probation, Juvenile Court Services/Detention, Conciliation Court Services, and Justice and Municipal Courts to better serve the citizens of Pinal County; and

**WHEREAS**, the Presiding Judge, Clerk of Court and other Court Leadership have determined that the integration and merger of Information Technology (IT) staff and resources is necessary, appropriate and in the best interests of the Judicial Branch to provide efficient delivery of court services in Pinal County and to avoid unnecessary cost increases for establishment of duplicative IT services; and

**WHEREAS**, IT programs and services can be better coordinated among Court departments and/or divisions to achieve consistent application of IT staff and resources, data integrity, information sharing, improved system security/back-up, and enhanced systems integration;

Good cause appearing,

**NOW, THEREFORE IT IS HEREBY ORDERED**, that all Superior Court IT staff positions and resources be transferred and merged with the Superior Court - Administration Office effective upon approval of the Pinal County Board of Supervisors. The transfer/merger will include existing budget allocations associated with salaries, employee-related expenses (ERE) and operating expenses located in the Clerk of Superior Court's cost center number 2350611. The Superior Court - Administration Office shall work with the Pinal County Budget and Finance Departments to identify specific cost centers for receipt of positions and allocated funds. The Superior Court - Administration Office will include IT personnel and operating funds in the designated cost centers

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and may expend as needed to further the administrative integration and efficient operation of the Judicial Branch in Pinal County; and

**IT IS FURTHER ORDERED**, that existing IT equipment, including maintenance/support contracts/warranties, servers, computer hardware/software, and peripheral items allocated to and used and/or managed by the Clerk of Superior Court will transfer to the Court Administration Office; and

**IT IS FURTHER ORDERED**, that given the lack of available office space in the Courthouse, IT staff and resources will remain in the existing office space assigned and utilized until such time that additional space becomes available to the Judicial Branch and/or Presiding Judge reassigns/reallocates space in the Courthouse; and

**IT IS FURTHER ORDERED**, the Court Administration Office shall designate and assign an IT staff member as a primary liaison/resource to the Clerk of Superior Court's Office to secure, support and maintain any existing systems (including AJACS and On Base) for the Clerk of Superior Court to fulfill constitutional and statutory duties; and

**IT IS FURTHER ORDERED**, Court departments and/or divisions may work to establish and supervise a professional-level business analyst or similar staff position to provide local support to the Court's IT Division for hardware installation, testing of new software applications/enhancements, identification of IT applications to enhance business practices, and user assistance as needed.

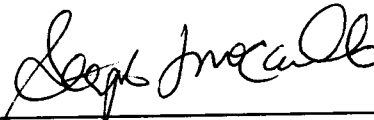
**IT IS FURTHER ORDERED**, the Clerk of the Superior Court may continue to use and expend non-general revenue (document storage and retrieval and/or JCEF) funds, upon approval of the Presiding Judge, as a supplemental funding source to share in the cost for Clerk's Office hardware updates/upgrades, software licenses, and support/maintenance agreements not otherwise covered by the designated Superior Court - Administration cost center budget; and

**IT IS FURTHER ORDERED**, the Pinal County Judicial Branch Committee on Information Technology (CIT) is established as the Court's IT governing and policy-making body. The CIT will develop and achieve the Presiding Judge's vision and planning for information technology; establish IT strategies, goals and priorities, approve new initiatives, monitor progress/work on specific projects that are priorities of the committee and leadership; and collaborate with stakeholders on IT decisions and services; and

**IT IS FURTHER ORDERED**, the Presiding Judge or designee shall serve as Chair of the Committee, which will be composed of eight (8) additional members. Committee Members shall include the Clerk of Superior Court, Court Administrator, Chief Probation Officer, Presiding Justice of the Peace, and other appointed and elected officials as deemed appropriate by the Presiding Judge or designee. The Committee shall meet on at least a quarterly basis.

Continued. . .  
Administrative Order 2014-00 \_\_\_\_\_  
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Dated this 18 day of November, 2014.



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Honorable Stephen F. McCarville  
Presiding Judge

Original: Filed with the Clerk  
Copies To: Superior Court Judges  
Chad A. Roche  
Pinal County Board of Supervisors  
Lando Voyles, Pinal County Attorney  
Richard Lewis, Court Administrator