

CITY COUNCIL MEMORANDUM

AGENDA ITEM

**PROCUREMENT OF A COURT CASE
MANAGEMENT SYSTEM**

ORIGINATING DEPARTMENT

MUNICIPAL COURT

BACKGROUND INFORMATION

Additional software efficiencies and flexibilities are needed due to the increased requirements for the Killeen Municipal Court.

Texas Legislature recognized the technological requirements of the municipal courts and enacted a statute to meet these needs. The Texas Code of Criminal Procedure, 102.0172 allows a governing body to create an ordinance establishing a court technology fund and may require a defendant convicted of a misdemeanor offense in a municipal court to pay a \$4.00 technology fee. This Ordinance No. 06-99, took effect in Killeen on September 14, 1999.

This is an authorized purchase pursuant to CCP 102.0172.

DISCUSSION/CONCLUSION

The Municipal Court is a high volume court that processed approximately 38,000 criminal cases in 2013. The current software does not incorporate the efficiency and flexibility needed in a high volume environment. Some of the abilities needed are the ability to batch process cases (specifically quality control and defendant notices), additional interactive features, and statistical data and reporting. Many of the functions need to be automated and certain on line processes need to be available to help enable a defendant to expedite their case.

The Municipal Court along with members of IT reviewed three case management software solutions with a focus on efficiency in automation (reducing paper flow), batch processing, useable reports, simplicity of process flow and user friendly design. Each software provider was provided a list of the court's requirements. Each provider gave a demonstration to a panel of court and IT personnel.

Three systems were reviewed and provided quotes as follows:

Tyler Technologies - \$347,519;

New Dawn Technologies - \$376,604 (migration of data is an additional fee);

Syscon - the software demonstrated by this company was insufficiently developed; a quote was not obtained;

Of the three case management software systems that were reviewed, Tyler Technologies offered the most efficient model to allow for the ever changing local, regional, and state legislative requirements. Tyler Technologies case management system is currently used in over 400 municipal courts in Texas. They are knowledgeable of the state mandated reporting

requirements and of the unique and specific needs of a municipal court. This system offers powerful tools for building reports, quality control and interactive functions. This system fits into the court's goal to streamline processes such as citation entry, the court room process and the warrant process. Future maintenance and legislative updates are included as part of the maintenance agreement. The Tyler Technology (Incode) is on the NJPA Contract #113011-TTI.

FISCAL IMPACT

Funds in the amount of \$334,063.00 are available to purchase the criminal court case management system and to fund travel expenses in the amount of \$13,456 in the Court Technology Fund Equipment Account (240-0000-417.61-35).

RECOMMENDATION

Staff recommends the Killeen Municipal Court of Record be authorized to expend funds from the Court Technology Fund Equipment Account (240-0000-417.61-35) in order to purchase Incode Court Case Management from Tyler Technologies in the FY 13-14 Budget.