

**ATTACHMENT 3**

**JUDICIARY COURT ORGANIZATION  
AND COURT CASE MANAGEMENT SYSTEMS**

**Table of Contents**

1. ORGANIZATIONAL OVERVIEW OF THE HAWAII JUDICIARY .....	2
1.1 General Overview .....	2
1.2 The Trial Courts .....	2
1.3 The District Courts .....	2
1.4 The Circuit Courts .....	3
1.5 The Family Courts .....	3
1.6 The Courts of Appeal .....	3
1.7 The Hawaii Supreme Court .....	3
1.8 The Intermediate Court of Appeals .....	4
1.9 The Land Court .....	4
1.10 The Tax Appeal Court .....	4
2. LOCATIONS OF JUDICIARY FACILITIES .....	5
3. CASE MANAGEMENT SYSTEMS .....	8
3.1 Steps Taken Toward the Implementation of JIMS .....	9

## **1. ORGANIZATIONAL OVERVIEW OF THE HAWAII JUDICIARY**

### **1.1 General Overview**

The Judiciary is the third branch of the Hawaii State Government. Its mission is to administer justice in an impartial, efficient, accessible, and timely manner, in accordance with the law.

There are four levels of courts within the Judiciary: the Supreme Court, which is the court of last resort; the Intermediate Court of Appeals (ICA); the Circuit Court (general jurisdiction court); and the District Court (limited jurisdiction court). Unlike other states, all of Hawaii's courts are contained within an integrated system funded by one source -- the State Legislature. Rules governing court procedure are relatively uniform throughout the State.

A central administrative office, headed by an administrative director appointed by the Chief Justice with the approval of the Supreme Court, assists the Chief Justice in administering the operations of the Judiciary.

Annual caseloads for the various courts can be found on the Judiciary's website at [http://www.courts.state.hi.us/news\\_and\\_reports/reports/annual\\_report\\_stat\\_sup\\_archive.html](http://www.courts.state.hi.us/news_and_reports/reports/annual_report_stat_sup_archive.html)

### **1.2 The Trial Courts**

There are two levels of trial courts in Hawaii: the district courts and the circuit courts. The family courts are divisions of the circuit courts of the State, as set forth in Hawaii Revised Statutes (HRS) §571-3; however, within the family court division, there are both district and circuit family judges. The State of Hawaii is divided into four judicial circuits that correspond approximately to the geographical areas served by the four counties of Hawaii. A description of the geographic boundaries of the four judicial circuits, as well the locations of courthouses and other programs is shown in Section 2.2.

### **1.3 The District Courts**

District courts have exclusive jurisdiction over traffic infractions; summary possession or ejectment proceedings (landlord-tenant), regardless of the amount of the claim; and non-jury civil cases where the relief sought is under \$10,000. The district courts also have jurisdiction over civil cases where the debt, amount, damages, or value of the property claimed does not exceed \$20,000, or where the remedy sought is specific performance valued under \$20,000; criminal offenses punishable by fine or imprisonment not exceeding one year; cases arising from violations of a county ordinance; and petitions for restraining orders for relief from and for injunctions against harassment. There are 22 full-time district court judges and 506.5 full time equivalents (FTE) district court staff statewide. Of this number, the first circuit has 14 full time and 17 part time (per diem) judges. The second and third circuits have three (3) full-time judges each and the fifth circuit has two (2) full time judges.

There are no jury trials in the district courts. Traffic violation cases constitute the bulk of the filings in district court, with civil, criminal and other violations having significantly less volume.

**1.4 The Circuit Courts**

All jury trials are held in the circuit courts, which have general jurisdiction over civil and criminal cases. The circuit courts have exclusive jurisdiction over probate, guardianship, and criminal felony cases, as well as civil cases where the contested amount exceeds \$20,000. Circuit courts share concurrent jurisdiction with the district courts over civil non-jury cases where the debt, amount, damages, or value of the property claimed involves amounts between \$5,000 and \$20,000. The circuit courts also have jurisdiction over mechanics' lien cases, misdemeanor violations that are transferred from the district courts for jury trials, and actions in the nature of habeas corpus, prohibition, mandamus, quo warranto, and writs directed to courts of inferior jurisdiction, corporations, or individuals. There are 31 circuit court judges and 467.5 FTE circuit court staff statewide. Of this count, the first circuit has 23 full time judges, second and third circuits each have 3 full time judges and fifth circuit has 2 judges.

Of the cases heard by Circuit Court approximately 45% are civil cases, 35% are criminal cases, and 25% are other case types.

**1.5 The Family Courts**

The family courts were established as divisions of the circuit court to resolve cases involving families and children. Family courts have exclusive original jurisdiction in all proceedings involving juveniles, such as delinquency, waiver to adult court, status offenses, abuse and neglect (including educational neglect), termination or divestiture of parental rights, adoption, guardianships, and detention.

The family courts also hear more traditional domestic relations cases, including divorce, non-support, paternity, uniform child custody jurisdiction matters, and miscellaneous custody matters. In addition, the family courts hear cases alleging abuse of a family or household member, felony charges related to parent/child offenses, and adult abuse, as well as civil commitment and adult guardianship cases. There are 14 family court judges, and 405 FTE family court staff. Of this count, the first circuit has 9 full time and 12 part time judges, the second circuit has 2 full-time judges, the third circuit has 3 full-time judges and the fifth circuit has no full-time family court judges. In the First Circuit, 3 circuit court judges are assigned to the family court on a rotation basis.

**1.6 The Courts of Appeal**

The Judiciary has two levels of appellate courts, the Hawaii Intermediate Court of Appeals and the Hawaii Supreme Court. The Office of the Clerk of the Hawaii Supreme Court is the custodian of the records for both the Hawaii Intermediate Court of Appeals and the Hawaii Supreme Court. All documents intended for cases in the ICA or the Supreme Court must be electronically filed, if submitted by attorneys. Self-represented parties may file documents electronically or may submit documents to the Office of the Clerk.

**1.7 The Hawaii Supreme Court**

The Hawaii Supreme Court is composed of 5 justices who sit en banc. The Hawaii Supreme Court reviews appeals (1) on applications for transfer from the ICA (while the appeal is pending) or (2) on applications for writs of certiorari (after the ICA judgment on appeal). The Hawaii Supreme Court has original jurisdiction to hear

original petitions, including petitions for writs of mandamus, prohibition, and habeas corpus. In addition, the Hawaii Supreme Court hears and determines election contest complaints, reserved questions from Hawaii trial courts, certified questions from federal courts, applications for admission to the bar, attorney discipline cases, and judicial discipline cases. The Hawaii Supreme Court makes rules of procedure governing all state courts. Justices who are recused, disqualified, or unavailable are temporarily replaced by ICA or Circuit judges.

**1.8 The Intermediate Court of Appeals**

The Hawaii Intermediate Court of Appeals consists of 6 judges who sit in randomly selected panels of 3 judges. The Hawaii Intermediate Court of Appeals hears (1) all direct appeals from trial courts and administrative agencies and (2) cases submitted upon agreed statements of fact. Judges who are recused, disqualified, or unavailable are temporarily replaced by circuit judges.

**1.9 The Land Court**

The Land Court is a statewide court of record located in Honolulu. It administers the Torrens System of land registration throughout the State of Hawaii and has exclusive original jurisdiction over all applications for the registration of title to land and easements or rights in land held and possessed in fee simple within the State. It has the power to decide questions that arise upon the filing of such applications. Land Court matters are handled by a circuit judge of the First Circuit. Appeals from final decrees of the Land Court may be filed with the Supreme Court clerk's office.

**1.10 The Tax Appeal Court**

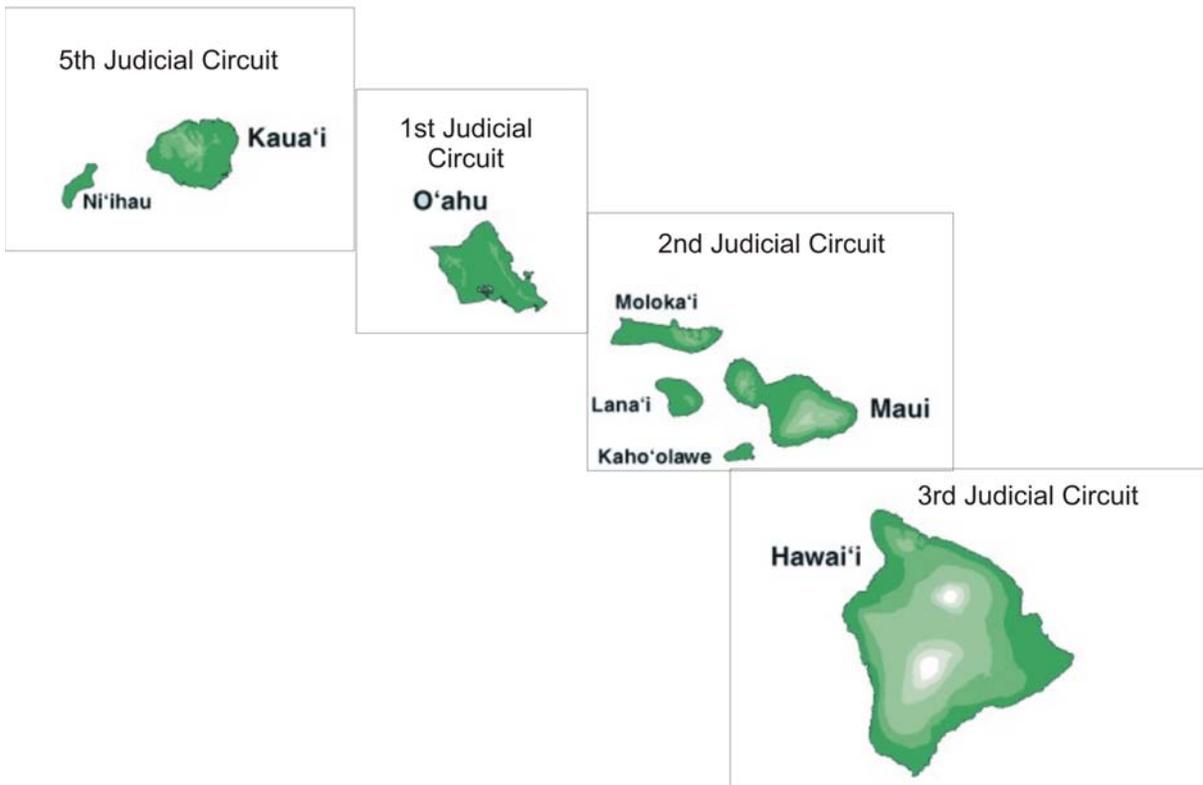
The Tax Appeal Court is a statewide court of record with jurisdiction to decide appeals involving assessments of property, excise, liquor, income, insurance, and other taxes. A circuit judge of the First Circuit handles all matters of the Tax Appeal Court. The clerk of the Land Court is the ex-officio clerk of the Tax Appeal Court.

Proceedings before the Tax Appeal Court are de novo and are decided without intervention of a jury. The Tax Appeal Court has the power and authority to decide all questions of fact and law, including constitutional questions, involved in a tax appeal.

Appeals from the Tax Appeal Court may be taken to the Supreme Court, which may permit the introduction of additional evidence material to the dispute.

2. LOCATIONS OF JUDICIARY FACILITIES

## State of Hawaii Judicial Circuits



The first Circuit encompasses the island of Oahu. Locations consist of the following:

Aliiolani Hale	417 S. King St., Honolulu	2 story building. Supreme Court, Administrative Director of the Courts, Supreme Court Law Library, Judiciary History Center, Supreme Court Clerks Office, Budget Office, Program Evaluation and Planning, Staff Attorney.
Kapuaiwa Building	426 Queen St., Honolulu	2 story building with basement. ICA, Land Court, Internal Audit Office, Human Resources, Affirmative Action Office, Office on Equality and Access to the Courts and Volunteers in Public Service to the Courts Program.
Kaahumanu Hale	777 Punchbowl St., Honolulu	4 story building. Circuit court, Adult Probation, Small Estate and Guardianship, Circuit Court Reporters, CAAP and Jury Pool.
Kauikeaouli Hale	1111 Alakea St., Honolulu	11 story building. <u>1<sup>st</sup> Circuit District Court programs:</u> Traffic Violations Bureau, Judicial Services, Civil Division, DC Probation. Community Service Sentencing Branch <u>Administration Programs:</u> Fiscal and Support Services, ITCD, Administration Fiscal Office.
Ronald T.Y. Moon Judiciary Complex and Hale Hoomalu Juvenile and Detention Facilities	4675 Kapolei Parkway, Kapolei	4 story building. Family Courts, Waianae division of the 1 <sup>st</sup> Circuit District Court.
Ewa District Court	870 Fourth St., Pearl City	1 story building. Ewa Division of the 1 <sup>st</sup> Circuit District Court.
Abner Paki Hale	45-939 Pookela St, Kaneohe	Kaneohe division of the 1 <sup>st</sup> Circuit District Court.
Wahiawa District Court	1034 Kilani Ave, Wahiawa	1 story, rented space. Wahiawa division of the 1 <sup>st</sup> Circuit District Court. Future location to be in the Wahiawa Civic Center.
Home Maluhia	902 Alder St., Honolulu	Detention home for juveniles.

Office of the Public Guardian and Family Drug Court	345 Queen St., Third and Eighth Floors, Honolulu	Rented space. OPG on eighth floor; FDC on third floor. (anticipated move)
Children's Justice Center	3019 Pali Highway, Honolulu	Rented space.
Drivers' Education	Pacific Tower, Suite 555, 1001 Bishop St., Honolulu	Rented space. Driver Education Division of the District Court.
Administrative Drivers' License Revocation Office	2875 South King St., Honolulu	Rented space.
Records Management	1624 Hart St. Honolulu	Rented space.
Kapolei Admin Bldg	Anticipated addition	
Wahiawa District Court	Anticipated addition	

The Second Circuit encompasses the islands of Maui, Molokai and Lanai. Locations are:

Hoapili Hale	2145 Main St., Wailuku	Circuit, Family and District Courts.
Drivers Education	2050 Main St., Wailuku	Drivers Education. Rented space
Children's Justice Center	1773 Wili Pa Loop, Wailuku	Rented space.
District Court - Hana	Hana Cultural Center	Hana division of the 2 <sup>nd</sup> Circuit district court. Not on nor planned to be on Judiciary network.
Lahaina District Court	1870 Honoapi'ilani Hwy, Lahaina	Lahaina division of the 2 <sup>nd</sup> Circuit district court
Lanai District Court	730 Lanai Ave., Suite 131., Lanai	Houses sessions of the Lanai Division of the second circuit district court.
Molokai District Court	DAGS Bldg, Kaunakakai	Molokai division of the district court.
Molokai Adult Client Services	50 Ala Malama Ave., Molokai	Molokai Adult Probation Office. Rented space.
Maui Drug Court	2200 Main Street, Wailuku	Rented space.
Adult Client Services	140 Hoohana Street, suite 103, Kahului	Rented space

The Third Circuit encompasses the island of Hawaii. Locations are:

Hale Kaulike	777 Kilauea St., Hilo	Circuit and District Courts.
Keakealani Building	79-1020 Haukapila St., Kealakekua	Circuit and District Courts, Driver Education Program (Kona).
Kona Family Court	77-6399 Nalani St., Suite A, Kailua-Kona, HI 96740	Rented Space
Kona Drivers' Education	81-980 Halekii St., Kona	Rented space.
Kona Drug Court	81-940 Halekii St., Kona	Rented space.
Waimea Family Court	65-1230 Mamalahoa Hwy., Naalehu	Family Court (Waimea).
S. Kohala District Court	Waimea Civic Center 67-5187 Kamamalu St. Kamuela, HI 96743	3rd Circuit District Court (South Kohala)
Children's Justice Center	1290 Kinoole St., Hilo, HI 96720	Children's Justice Center (Hilo).
Children's Justice Center	77-6403 Nalani St., Kailua- Kona, HI 96740	Children's Justice Center (Kailua-Kona).
Anticipated Changes		
New Kona Judiciary Complex	Site selected - Keahuolū, North Kona	

The Fifth Circuit encompasses the islands of Kauai and Niihau. Locations are:

Puuhonua Kaulike	3970 Kaana St., Lihue	Circuit, family and district courts.
Children's Justice Center	4473 Pahee St., Lihue	Children's Justice Center.

### 3. CASE MANAGEMENT SYSTEMS

In the past, the Judiciary implemented a number of computer systems in an effort to leverage technology and make its operations more efficient. However, the development related to these systems was often fragmented that is, each court (i.e., circuit, district, or family) or Judiciary program was viewed as a separate entity and allowed to create systems based on local requirements. As a result, separate case and court management systems were original designed and implemented.

Although the computer systems improved efficiency, the multiple disparate systems were less than optimal. Therefore in 1999 an effort was started to create a single integrated case management system called the Judiciary Information Management System or JIMS.

- JIMS currently is used for Traffic cases, Appellate cases, District Court Criminal cases, and has a jury module. Currently an in-court processing module is being created for the district courts and is planned for implementation in January 2015. The next module planned for JIMS is Circuit Court Criminal, which will start with requirement gathering in January 2015. Part of that Circuit Court Criminal court effort will focus on HAJIS, the system currently used for Circuit Court.
- The Hawaii Judicial Information System (HAJIS) runs on the Judiciary's IBM z9 computer and provides statewide civil and criminal case management information for the circuit and family courts. The largest volume of records is in the First Circuit.
- The Juvenile Statewide Information System (JUSTIS) runs on an IBM iSeries Server (AS/400) and is used for Juvenile cases.
- The Trust Accounting System runs on an IBM Pseries (RS/6000) minicomputer is used by the circuit and district courts to account for monies received by the courts for filing fees, fines, bail forfeitures, etc., as well as to manage trust accounts handled by the district and circuit courts.

### **3.1 Steps Taken Toward the Implementation of JIMS**

In 2003, a contract was awarded for the implementation of JIMS (Judiciary Information Management System). JIMS is targeted to be an electronic, integrated case management system for all of the Hawaii Judiciary case types. The original solution was a commercial off-the-shelf system called Court Contexte. Court Contexte continues to be the JIMS foundation today, though it has been extensively modified. To date, traffic, appellate and district court cases have been migrated into JIMS and the jury component has also been implemented.

In November 2003, work began on the first module of JIMS, traffic cases. The Traffic portion of JIMS went live in November 2005. The implementation of the Traffic module of JIMS makes traffic records available to the public on-line and provides for the payment of traffic citation via the Internet or telephone. Electronic document management capabilities are part of the features of JIMS.

In 2007, the Jury subsystem of JIMS went live.

In 2007, the original contract with the Court Contexte vendor was terminated by mutual agreement. The decision was made to continue with the Court Contexte system as the base, but modify it to fit the needs of the Hawaii Judiciary. An RFP for the customization of the Court Contexte system was issued and a contract awarded to WireVibe, LLC in ????. That RFP reached the end of its life and a new RFP issued to iGate. An RFP for system administration and database administration was also issued and awarded to Commercial Data Systems, Inc (CDS) in ?? The system administration and database administration RFP was reissued in 2008 and subsequently awarded to Veracity Solutions, Inc.. The system administration and database administration RFP expires in January 2014 and is the subject of this RFP.

In September 2010, the Appellate case management subsystem within JIMS went live. The Appellate module of JIMS implements e-filing and electronic document fulfillment functions.

In July 2011, the requirements definition for District Court Criminal was completed and implemented in August 2012.

Currently a module to provide in-court processing for District Court Criminal is in development and is scheduled for completion in December 2014, with implementation in January 2015.