



Wisconsin Court System

Consolidated Court Automation Programs (CCAP)

Under the direction of the Director of State Courts, CCAP provide information technology (IT) services to the Wisconsin Court System. CCAP ensures technology is used effectively and economically throughout Wisconsin's judicial branch of government. For over three decades, CCAP has helped Wisconsin courts broaden their use of technology to improve court operations, expand services to litigants, increase operational efficiencies, and accommodate information sharing throughout the justice system.

Background

Started in 1987, the original CCAP acronym stood for the Circuit Court Automation Program, with the goal of providing automation in county trial courts. In 2001, the Circuit Court Automation Program merged with the Office of Information Technology Services, a sister court system IT department and expanded the user base to include the Appellate Courts and court administrative offices. The unified Consolidated Court Automation Programs provided greater efficiencies to the courts. This included services that were not anticipated in 2001 such as a single electronic filing (eFiling) system for the circuit and appellate courts, official case records and documents shared between case management systems and a means to provide users with a single logon account for circuit court and appellate eFilings.

CCAP services

In 2020, Wisconsin saw 631,296 cases opened and 608,730 cases disposed in the circuit courts (see Wisconsin's 2020 Caseload summary). This number is down from 2019 where courts opened 802,395 cases and disposed 800,730 cases (see Wisconsin's 2019 Caseload summary). CCAP provides a variety of software and hardware solutions to support this heavy workload for a variety of users: justice partners, circuit court and court of appeals judges, court commissioners, Supreme Court justices, clerks of circuit court, clerks, assistants, registers in probate, attorneys, court administrative offices, and the public. With electronic files, the courts are 100% reliant on technology to keep the justice system working as well as to help individuals resolve legal disputes.

Court staff located in all of Wisconsin's 72 county circuit courts, circuit and appellate court district offices, administrative offices, the Supreme Court and court of appeals use CCAP computers with both custom and

commercial software needed to effectively perform the duties of the judicial branch. In an age where remote court hearings and remote work are common, CCAP provides these tools while still ensuring sensitive data is secure.

CCAP applications

Case Management: Circuit courts use CCAP's Case Management system to manage cases from initial filing through disposition. This includes all filings, minutes for hearings, and a calendar containing upcoming court activity. Given that the official court record is electronic, the case management system is integral to the functioning of Wisconsin's circuit courts. This system creates court notices, summonses, judgments of conviction, driving suspensions, orders for financial disclosure and warrants—all critical in legal proceedings. CCAP Case Management began as the system where clerks recorded information contained in the official record, or paper case file; today it is the official record.

Automated civil, criminal, and juvenile jury

instructions: CCAP, working with the Office of Judicial Education, provides semiannual jury instruction updates to the circuit courts. Judges can quickly and easily create standard jury instructions based using standard language and the specific circumstances of the case.

Judicial Dashboard: The Judicial Dashboard provides circuit court judges and court commissioners with tools to thrive in an electronic world, by providing access to case information including the full court record, information about litigants, and upcoming court activity. Judges can also view statistics, such as case age information, which helps them to meet and exceed case processing goals. In the courtroom, judges and commissioners can manage high volume court, such as criminal intake, from the bench using eBench, an application tailored to provide critical

information quickly and keep high volume court moving. Judges can take notes online, assign tasks to court staff, upload orders and electronically sign documents all from custom-developed solution.

Financial Management: Circuit Courts use CCAP's custom financial management system to track money received by and owed to the Clerk of Circuit Court and Register in Probate. Circuit courts receive court fees, fines, forfeitures, filing fees, copy fees, guardian ad litem fees and other money. Clerks use the financial system to hold money in trust, including bail bond payments and traffic deposits. This software integrates financial and case information and provides daily and monthly reporting for preparation of state and county financial reports and to reconcile trust funds to bank statements. The system is critical to ensure that the money collected in court fees, fines and forfeitures are disbursed to the correct agencies and funds by state and county treasurers.

Jury Management: Jury management is a major responsibility of clerks of circuit court and requires receiving and processing prospective juror names from the Division of Motor Vehicle's driver information database. CCAP software automates the entire jury process, from juror randomization and selection through the electronic juror questionnaire process to summoning jurors, tracking juror service on cases, recording their service and initiating payment.

Supreme Court and Court of Appeals Case Management: The Clerk of Supreme Court and Court of Appeals, Court of Appeals offices, and the Supreme Court use the SCCA case management system to track all aspects of the appellate court case life cycle, from initial filing through disposition.

Supreme Court and Court of Appeals Case Management: The appellate court dashboard provides justices, court of appeals judges and supporting staff the ability to manage appeals electronically. This includes viewing case information, tracking motions and petitions, issuing orders, managing appeals, and sending messages to court staff.

CCAP Online Services

CCAP provides a variety of online services for attorneys, justice partners, and the public. Besides the examples listed below, the courts provide information regarding a lawyer's public disciplinary history on the OLR Discipline Compendium and many self-help options in the court self-help center, including forms assistance for small claims, restraining orders, and family law. The self-help center includes a forms assistant for self-represented parties for

common filings.

Public Access via Wisconsin Circuit Court Access (WCCA), Courthouse WCCA, and Wisconsin Supreme Court and Court of Appeals (WSCCA): Anyone with access to the Internet can view public case information on statewide circuit court cases using WCCA and public appeal information in WSCCA. In all counties, the public can access information on circuit court cases open to public inspections, including documents for cases within that county, without staff assistance and without compromising the security and integrity of court records.

Those without Internet access can use WCCA in each county courthouse to access this statewide circuit court case information.

eCourts: CCAP maintains many electronic services for attorneys and the public, and very early on set out to provide a single sign-on system to provide a better user experience. For example, attorneys electronically filing documents in the circuit courts use the same log on information when filing continuing legal education credits with the Board of Bar Examiners. CCAP's eCourts authentication system provides a high level of security with a seamless user experience.

Jury Services: CCAP provides potential jurors services to submit online questionnaires and postponement requests when they cannot appear on the date summonsed. Potential jurors can use the jury status service to check on if and when and where they need to appear.

Circuit Court and Appellate eFiling: The Wisconsin Supreme Court passed the mandatory electronic filing rule in 2016, and CCAP began rolling out eFiling in March of 2017 for a subset of case types, and had the final set of case types implemented in December of 2019. This was a major undertaking that greatly expanded CCAP's user base, as all attorneys were required to file documents, including case initiating documents, via the eFiling system. To support eFiling, CCAP added a second customer support center focusing on helping electronic filers set up accounts, file documents, and troubleshoot issues.

As of 2021, CCAP implemented mandatory eFiling in the court of appeals, and began piloting eFiling with the Supreme Court.

*More information on CCAP can be found at:
<https://www.wicourts.gov/courts/offices/ccap.htm>*