

**NOTICE OF PUBLIC MEETING
OF THE POLICY TEAM
OF THE
INFORMATION TECHNOLOGY AND SYSTEMS IMPROVEMENT
COMMITTEE AND
AGENDA**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **Policy Team of the Information Technology and Systems Improvement Committee** of the Arizona Criminal Justice Commission and to the general public that the **Policy Team** will hold a meeting open to the public on **Wednesday, May 25, 2011** beginning at **1:30 PM** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007**.

Pursuant to the Americans with Disabilities Act (ADA), the Arizona Criminal Justice Commission endeavors to ensure the accessibility of its meetings to all persons with disabilities. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Commission Office at (602) 364-1146. Requests should be made as early as possible to allow time to arrange the accommodation.

Agenda for the meeting is as follows:

I. Call to Order and Roll Call **Chairperson Karl Heckart**

Policy Team Committee Members:

Karl Heckart, Chairperson
Cathy Allen
Steve Ballance
Shelly Bunn
Cathy Clarich
Charles Flanagan
Bill Kalaf
Michael Keran
Al Lucas
John Neeley
Jeffrey Raynor
Paul Wilson

II. Minutes of the June 2, 2010 Meeting

- Approval of Minutes

P-F-T

- III. Legislative Report** **Mary Marshall**
- Overview to be provided on the 2011 state legislative session and current federal legislation. **Info**
- IV. AZ Strategic Plan** **Pat Nelson and Bill Kalaf**
- Review, discussion, consideration and possible action on the development of strategic direction from the recommendations provided in the 2011 Arizona Records Improvement and Information Sharing Strategic Planning Session document. **P-F-T**
- V. AZLink** **Bill Kalaf**
- A summary of activities will be provided regarding the regional and interstate programs utilizing Coplink. **Info**
- VI. Grant Program Updates** **Pat Nelson**
- Information to be provided on the Bureau of Justice Statistics, National Criminal History Improvement Program and the Gerald Hardt Memorial Criminal Justice Records Improvement Grant Program. **Info**
- VII. Disposition/Warrant Business Process Workgroup Progress** **Pat Nelson**
- Information to be provided as a result of regular workgroup meetings held to review, analyze and make recommendations for business process changes surrounding disposition reporting and warrant information. **Info**
- VIII. Warrant Repository** **Karl Heckart**
- Progress update to be provided by Administrative Office of the Courts on the analysis for development of a state warrant repository. **Info**

IX. Call to the Public

Those wishing to address the Committee need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.

X. Date, Time, and Location of Next Meeting

- The next Policy Team meeting will be held on **October 5, 2011** at **1:30 PM** at the Arizona Criminal Justice Commission, 1110 W. Washington, Room 145, Phoenix, Arizona 85007.

XI. Adjournment

A copy of the agenda background material provided to Committee members is available for public inspection at the Arizona Criminal Justice Commission Office, 1110 West Washington, Suite 230, Phoenix, Arizona 85007, (602) 364-1146. This document is available in alternative formats by contacting the Commission Office.



**POLICY TEAM
OF THE
INFORMATION TECHNOLOGY AND SYSTEMS IMPROVEMENT
COMMITTEE OF THE
ARIZONA CRIMINAL JUSTICE COMMISSION**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
May 25, 2011	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the June 2, 2010 Meeting

TO: Chairperson and Committee Members

FROM: Pat Nelson, Program Manager
CJ System Improvements Program

RECOMMENDATION:

The Committee approve the minutes of the Policy Team Meeting held on June 2, 2010.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

**Policy Team of the Executive Steering Committee
Minutes
June 2, 2010**

A public meeting of the Policy Team of the Executive Steering Committee for Integration of the Arizona Criminal Justice Commission was convened on June 2, 2010 at the Arizona Criminal Justice Commission, 1110 W. Washington, Room 145, Phoenix, Arizona 85007.

Members Present:

Georgene Ramming, Chairperson, Department of Public Safety
Steve Ballance, Pima County Superior Court
Shelly Bunn, Maricopa County Sheriff's Office
Bill Kalaf, Arizona Criminal Justice Commission
Karl Heckart, Administrative Office of the Courts, Dan Corsetti representing
Al Lucas, Maricopa County Attorney's Office, Schuyler Southwell representing
John Neeley, Tucson Police Department

Members Absent:

Jan Boyd, Clarkdale Police Department
Cathy Clarich, Glendale City Court
Charles Flanagan, Department of Corrections
Michael Keran, Scottsdale Police Department
Paul Wilson, Pima County Sheriff's Office

Staff Participating:

Pat Nelson, Program Manager
Janice Simpson, Grant Coordinator
Wendy Boyle, Executive Secretary

Guests Participating:

Rene Wilson, Arizona Department of Public Safety
Karen Sutherland, Scottsdale Police Department

I. Call to Order and Roll Call

The meeting was called to order by Chairperson Georgene Ramming at 1:35 p.m. Roll was taken and a quorum was declared present.

II. Minutes of the October 7, 2009 Meeting

Chairperson Ramming called for a motion on the minutes. Bill Kalaf entered a motion to approve the minutes of the meeting held on October 7, 2009. The motion seconded by John Neely passed unanimously.

III. Grant Program Updates

Janice Simpson, Grant Coordinator informed the Committee that ACJC submitted a request for funding to the Bureau of Justice Statistics (BJS) for the FY 2010 National Criminal History Improvement Program (NCHIP). The goals of NCHIP are to improve public safety by enhancing the quality, completeness, and accessibility of criminal record information and to insure the implementation of background check systems.

Three projects were submitted on behalf of Arizona to improve the quality of criminal records and information. The first project submitted by the Tucson Police Department requests \$24,216 to reduce the backlog of arrest information. Funding of this project will utilize approved overtime hours to reduce the backlog by 25 percent. The second project by the Department of Public Safety (DPS) requests \$108,224 to implement an online training and testing program for the Terminal Operator Certification program (TOC) and introduce a security awareness program. The third project was submitted by the Criminal Records Section of DPS and requested \$98,810 for an Electronic Document Management System for the Central State Repository. This project will expand system architecture, increase capacity for information processing and storage, provide electronic access to criminal records information, and reduce the cost of document processing and storage.

Ms. Simpson reported ACJC received a response from BJS that the application submitted for Arizona was recommended for partial funding. There were 45 applications submitted nationally and staff anticipates an award in the amount of \$185,000; the award includes a 20% match by recipients.

Pat Nelson, Program Manager presented an update of the Gerald Hardt Memorial Criminal Justice Records Improvement Grant (CJRIP) for FY11. Ms. Nelson explained that the Commission previously approved an award of CJRIP funding to the Arizona Department of Public Safety (DPS) for maintenance of the Arizona Disposition Reporting System (ADRS) after legislative funding was withdrawn due to budget cuts. In July 2009, the Commission approved funding to support a rewrite of the computer application into a language compliant with current standards. The rewrite will allow DPS to support and maintain the program internally. Ms. Nelson reported that at the May 2010 meeting, the Commission approved directing 2011 Byrne/JAG 5% set-aside funding designated for the Gerald Hardt Criminal Justice Records Improvement Program (CJRIP) in the amount of \$405,000 to the Administrative Office of the Courts for development and support of the Arizona Disposition Reporting System (ADRS).

This agenda item was presented for informational purposes and did not require Committee action.

IV. AZLink Update

Bill Kalaf, Program Manager gave an overview of the AZLink Project. The AZLink Project has experienced regional expansion to central, eastern, southern, and northern Arizona; and out of state expansion that includes the Los Angeles County Sheriff's Coplink System.

Mr. Kalaf reviewed the CopLink Arizona Enterprise Toolset that contains the following: 1) Detection module that reveals listing associations, person or objects details and visual relationships; 2) Visualizer unit that refines queries and multiple display options; 3) Active Agent component that custom notifies user parameters, instantly notifies new information, classifies alerts, facilitates internal and across jurisdictions; 4) Incident Analyzer that analyzes criminal patterns, interactive analysis; GIS mapping; 5) Intelligent L.E.A.D element that covers criminal intelligence system; and 6) Mobile Wireless Capability section for secured wireless communication. Mr. Kalaf also discussed the future toolset for CopLink to include Active Correlation Technology, Active Dashboard, CopLink Gang Module, and Facial/Image Recognition.

This agenda item was presented for informational purposes and did not require Committee action.

V. Arizona Disposition Reporting System Rollout

Rene Wilson, Department of Public Safety (DPS) reported on ADRS developments. Implementation of Phase I began September 2006; it used web interface for criminal justice agencies to enter disposition and sentencing data. The Phase II upgrade took place in October 2007, this phase included improved functionality for web-entry and increased charged disposition tracking capability.

Ms. Wilson provided an update on three XML interface development projects from the Arizona Office of the Courts (AOC), Maricopa County agencies, and Pinal County Integrated Justice Information System (PCJIS). AOC is testing ADRS XML interface with the new statewide General Jurisdiction and Limited Jurisdiction Case Management Systems (AJACS); this will enable court staff to update disposition data within AJACS and submit the data in "near real-time" to ADRS. The AOC interface testing is targeted for completion by June or July, 2010. Maricopa County Attorney's Office (MCAO) completed message connectivity with ADRS in 2009 and they plan to go live in mid-June 2010 with basic XML query transactions. Initial development was completed for exchanges between the Clerk of the Superior Court (COSC) and ADRS; however, this project is on hold until the Disposition and Sentencing Minute Entry Order can be automated. Pinal County Integrated Justice Information System integration testing is complete and the "go live" date is pending.

Ms. Wilson reviewed the future plans for the web-based ADRS including: 1) coordination of DPS/AOC roll-out to County Attorney/Superior Court sites by fall of 2010; 2) maintenance and support to existing ADRS agencies; 3) progression with the rewrite of ADRS.

Dan Corsetti, AOC spoke on the AOC/CJRIP project that covers: 1) identifying the areas for the rollout that include the process flow implications and coordination of the implementation; 2) training that will provide court, law enforcement and prosecutor training for the deployment of ADRS Web/ADRS XML electronic versions; 3) Pima County ADRS Implementation that will provide education, planning and design assistance for the integration of ADRS into Pima County Attorney and Superior Court; and 4) conducting a needs assessment for the development of an enhanced warrant process and repository statewide. Mr. Corsetti also reviewed the schedule and funding of the project for FY 2011 and FY 2012.

This agenda item was presented for informational purposes and did not require Committee action.

VI. Dispo/Warrant Workgroup Updates

Pat Nelson, Program Manager reviewed how the disposition and warrant workgroups are addressing issues in the warrant process and disposition reporting for Failure to Appear violations. A warrant subcommittee was formed with experts from criminal justice agencies to address business process needs and to develop a training program for the warrant module on court automation headed by Cathy Clarich, Glendale City Court. The Dispo work group was also created and meets monthly to assess the

areas in disposition processing. Ms. Nelson also talked about the Uniform Crime Report (UCR) Warrant reporting process that has been assembled by the UCR Warrant work group. Karen Sutherland, Scottsdale Police Department reviewed some of the discussions from UCR workgroup that included felony warrants, challenging of records and the solutions to the issues.

This agenda item was presented for informational purposes and did not require Committee action.

VII. Call to the Public

Chairperson Georgene Ramming made a call to the public. No members of the public addressed the Committee.

VIII. Date, Time, and Location of Next Meeting

The next Policy Team meeting will be held on **Wednesday, October 6, 2010 at 1:30 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

IX. Adjournment

The meeting was adjourned at 2:40 p.m.

Respectfully submitted,



John A. Blackburn, Jr.
Executive Director

Audio recording is available upon request.



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ARIZONA CRIMINAL JUSTICE COMMISSION**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
May 25, 2011	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Legislative Report

TO: Chairperson and Committee Members

FROM: Mary Marshall, Public Information Officer

RECOMMENDATION:

Information Only

DISCUSSION:

Mary Marshall will update the committee members on the Arizona 2011 legislative session and the federal legislation impacts to criminal justice agencies.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
May 25, 2011	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	AZ Strategic Plan

TO: Chairperson and Committee Members

FROM: Pat Nelson, Program Manager
Bill Kalaf, Chief Information Officer

RECOMMENDATION:

The Committee designate strategic priorities to direct focus and maintain a cohesive records improvement and information sharing plan for Arizona criminal justice agencies.

DISCUSSION:

The Committee will discuss the 2011 Arizona Records Improvement and Information Sharing Strategic Planning Session document and recommendations for moving forward.

FISCAL IMPACT:

No Fiscal Impact

ALTERNATIVES:

Not Approve - Modify - Table

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Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
May 25, 2011	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	AZ Link

TO: Chairperson and Committee Members

FROM: Bill Kalaf, Chief Information Officer
Electronic and Technology Support

RECOMMENDATION:

Information Only

DISCUSSION:

A status update for the AZ Link project will be given to include a review of the current grants and activities for law enforcement information sharing between state, local, tribal, and federal agencies. Additional updates will be provided for activities in the FEMA Region 9 and challenges presented with biometrics.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
May 25, 2011	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Grant Program Updates

TO: Chairperson and Committee Members

FROM: Pat Nelson, Program Manager
CJ System Improvements Program

RECOMMENDATION:

Information Only

DISCUSSION:

Information to be presented on the Department of Justice, Bureau of Justice Statistics, National Criminal History Improvement Program (NCHIP) 2011 application and the Gerald Hardt Memorial Criminal Justice Records Improvement Grant Program announcement for 2012.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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Action Requested:	Type of Action Requested:	Subject:
May 25, 2011	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Disposition/Warrant Business Process Workgroup Progress

TO: Chairperson and Committee Members

FROM: Pat Nelson, Program Manager
CJ System Improvements Program

RECOMMENDATION:

Information Only

DISCUSSION:

Criminal justice subject matter experts continue to meet regularly to review business process challenges dealing with disposition reporting and warrant processing. Information will be presented regarding the discussion held and challenges being addressed at the current time.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
May 25, 2011	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Warrant Repository

TO: Committee Members

FROM: Karl Heckart
Administrative Office of the Courts

RECOMMENDATION:

Information Only

DISCUSSION:

The Commission approved directing funds from the 2011 Gerald Hardt Criminal Justice Records Improvement Program in the amount of \$405,000 to the Administrative Office of the Courts for development and support of the Arizona Disposition Reporting System and analysis for development of a state warrant repository. An update will be provided on the progress of the project.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A