

**NOTICE OF PUBLIC MEETING
OF THE POLICY TEAM
OF THE
EXECUTIVE STEERING COMMITTEE
AND
AGENDA**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **Policy Team of the Executive Steering Committee for Integration** 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, June 2, 2010** beginning at **1:30 p.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 145, 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 Georgene Ramming

Policy Team Committee Members:

Georgene Ramming, Chairperson
Steve Ballance
Jan Boyd
Shelly Bunn
Cathy Clarich
Charles Flanagan
Karl Heckart
Bill Kalaf
Michael Keran
Tina Lawson
Al Lucas
John Neeley
Paul Wilson

II. Minutes of the October 7, 2009 Meeting

- Approval of Minutes

P-F-T

III. Grant Program Updates **Pat Nelson**

- Information to be provided on the Bureau of Justice Statistics, National Criminal History Improvement Program awards for Arizona and the Gerald Hardt Memorial Criminal Justice Records Improvement Grant Program. **Info**

IV. Arizona Link Update **Bill Kalaf**

- A summary of activities will be provided regarding the regional programs underway for agencies utilizing Coplink. **Info**

V. Arizona Disposition Reporting System Rollout **Rene Wilson, DPS**
Karl Heckart, AOC

- Informational updates will be provided on the ADRS project for the automation improvements to disposition reporting and criminal records. **Info**

VI. Dispo/Warrant Workgroup Updates **Pat Nelson**

- Information to be provided as a result of the Disposition/Warrant Workgroup meetings held monthly to review, analyze and make recommendations for business process changes surrounding disposition reporting and warrant information. **Info**

VII. 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.

VIII. Date, Time, and Location of Next Meeting

- The next Policy Team meeting will be held on **October 6, 2010** at **1:30 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Room 145, Phoenix, Arizona 85007.

IX. 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
EXECUTIVE STEERING COMMITTEE FOR INTEGRATION
OF THE
ARIZONA CRIMINAL JUSTICE COMMISSION**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
June 2, 2010	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the October 7, 2009 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 October 7, 2009

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

**Policy Team of the Executive Steering Committee
Minutes
October 7, 2009**

A public meeting of the Policy Team of the Executive Steering Committee for Integration of the Arizona Criminal Justice Commission was convened on October 7, 2009 at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

Members Present:

Georgene Ramming, Chairperson, Department of Public Safety
Steve Ballance, Pima County Superior Court
Jan Boyd, Clarkdale Police Department
Cathy Clarich, Glendale City Court
Karl Heckart, Administrative Office of the Courts
Bill Kalaf, Arizona Criminal Justice Commission
Michael Keran, Scottsdale Police Department
Tina Lawson, Coconino County Sheriff's Office
Al Lucas, Maricopa County Attorney's Office, Schuyler Southwell representing
John Neeley Tucson Police Department
Paul Wilson, Pima County Sheriff's Office, by conference call

Members Absent:

Shelly Bunn, Maricopa County Sheriff's Office
Charles Flanagan, Department of Corrections

Guests Participating:

Lori Rhyons, Phoenix Police Department

Staff Participating:

Pat Nelson, Program Manager
Wendy Boyle, Executive Secretary

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 June 17, 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 June 17, 2009. The motion seconded by Michael Keran passed unanimously.

III. Technical Team Activities Update

Lori Rhyons, Phoenix Police Department and Technical Team Chairperson reported on the progress by the Technical Team on the strategic plan. The four strategies include: 1) Expansion of the capability of the Arizona Disposition Reporting Systems (ADRS); 2) Deliver information tracking capabilities from the earliest point of contact through final disposition; 3) Deliver an integrated information query capability across justice systems; and 4) Extend federal initiatives for statewide records improvement and information sharing and programs that cross state borders.

The status on the first strategy will be addressed in Item IV by a representative from the Administrative Office of the Courts. Ms. Rhyons explained that the effort towards delivering rapid identification were in the areas of 2-FID devices. These devices are currently being deployed by the Phoenix and Glendale Police Departments with future deployment to corrections facilities by DOC and the expansion of 2-FID wireless capability being tested by the Mesa Police Department. The third strategy is being done through the AZLink project and estimates a user population of 12,000 officers within the next 2-3 years with 24 agencies currently participating. Lastly, the support of data sharing programs with the federal government is moving forward; serving the four Arizona regional nodes with MOUs in place with the Department of Justice, Department of Homeland Security/Immigration and Customs Enforcement.

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

IV. Administrative Office of the Courts – ADRS Update

Karl Heckart, AOC gave a presentation on the Judicial Initiatives. A review of how ADRS was constructed to move data information across the system from one agency to another was shown as well as how the courts enter information through AJACS to ADRS. Mr. Heckart then updated the accomplishments and processes on the ADRS – CMS interface project. They include: 1) successful completion of pre-certification of XML transactions tested with DPS and AOC; 2) finalized business specification documents for all transactions; 3) in the process of finalizing AJACS interface development requirements for 3.3.0 release that includes eDispo functionality and 3.4.0 release that includes case initiation; 4) pre-deployment ADRS informational presentations to Chandler Municipal, Glendale and Yavapai Courts; and 5) pre-deployment strategic planning with AOC Court Services Division (CSD) surrounding ADRS Webpage review and implementation strategy and ADRS Electronic transaction process review. Pinal County is the first targeted deployment location. Mr. Heckart also discussed other key initiatives that involve: 1) a new statewide case management system; 2) eFiling in civil and criminal courts; eDocument access; 3) JWI for Adult Probation; and 4) eCitation.

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

V. Gerald Hardt Memorial CJRIP Update

Pat Nelson, Program Manager gave a summary of the grant awards for the FY10 Gerald Hardt Criminal Justice Records Improvement Program and noted that the Commission approved the amount of \$1,456,364 for the proposals in July 2009. Ms. Nelson reported that there were eight initiatives granted for nine projects; supporting seven counties, one state agency, and one tribal council.

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

VI. HB2449 Mandatory Fingerprint Compliance Legislation

Pat Nelson, Program Manager provided an update on HB2449 Mandatory Fingerprint Compliance statute. Ms. Nelson stated that a business process work group had been meeting regularly since 2008 to analyze and make recommendations for standardizing the disposition reporting of criminal history records. One of the items identified was securing fingerprints on cite and release offenses. ACJC Statistical Analysis Center (SAC) conducted a study to provide a statistical basis for discussion on this issue; a legislative work group was formed to look at the process for best practices; and HB2449 Mandatory Fingerprint Identification for cite and release offenses will be enacted January 1, 2010. Informational documents about the Mandatory Fingerprint Compliance statute, workflow process and compliance form were created and distributed to law enforcement agencies and the courts to assist with implementation of this statute. Ms. Nelson thanked the work group for their assistance and efforts in the HB2449 Mandatory Fingerprint Compliance legislation.

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

VII. Review of Committee Structure

Pat Nelson, Program Manager reviewed the Arizona Criminal Justice Records Improvement and Integrated Information Sharing (ACJRIS) process. The Arizona criminal justice environment includes 15 counties, 170 law enforcement agencies, 14,400 officers, 189 courts along with narcotic task forces, gang enforcement teams, ACTIC Center, Regional information Sharing Systems, and County/Local ICJIS groups. Ms. Nelson explained that the specific work groups consisting of subject matter experts from the Strategic Planning Work Group, Disposition Reporting Work Group, Criminal Justice Record Users Group, Records Retention, Law Enforcement Records Management Association (LERMA), and Privacy Policy Development have met on a regular basis to participate in developing a governance structure for ACJRIS. The four strategies approved to support the vision for Arizona integrated justice (as discussed in Item III) were used as a basis in establishing the goals that support the integrated justice strategy. These goals include building the architecture for information sharing; establishing security requirements; and organizing local and county initiatives towards cost-effective solutions. Ms. Nelson briefly noted some other initiatives throughout the state that included automated warrant system, eCitation pilots and wireless 2 print ID and hot spot testing.

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

VIII. Call to the Public

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

IX. Date, Time, and Location of Next Meeting

The next Policy Team meeting will be held on **Wednesday, February 5, 2010 at 1:30 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Room 145, Phoenix, Arizona 85007.

X. 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:
June 2, 2010	<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 project awards for the Department of Justice, Bureau of Justice Statistics, National Criminal History Improvement Program (NCHIP) and the Gerald Hardt Memorial Criminal Justice Records Improvement Grant Program for FY11.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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Request for Committee Action

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June 2, 2010	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	AZ Link Update

TO: Chairperson and Committee Members

FROM: Bill Kalaf, Program Manager
Information Technology

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. The overview will include new system functionality being tested by the Tucson Police Department.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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June 2, 2010	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Arizona Disposition Reporting System Update

TO: Chairperson and Committee Members

FROM: Karl Heckart, Administrative Office of the Courts
Rene Wilson, Department of Public Safety

RECOMMENDATION:

Information Only

DISCUSSION:

Presentations will be provided by the Arizona Department of Public Safety and the Arizona Administrative Office of the Courts on the collaboration strategy for the ADRS roll out and training support.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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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 monthly to review business process challenges dealing with disposition reporting and warrant processing. As criminal justice agencies begin to roll out the automated disposition reporting system (ADRS), it is important for the workgroup to continue assessment in areas of fingerprinting and reporting in order to refine and secure business rules.

Information will be presented regarding the discussions held and challenges being addressed at the current time.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A