

**NOTICE OF PUBLIC MEETING  
OF THE TECHNICAL 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 **Technical Team of the Information Technology and Systems Improvement Committee** of the Arizona Criminal Justice Commission and to the general public that the **Technical Team** will hold a meeting open to the public on **Thursday, April 3, 2014** beginning at **2:00 p.m.** 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**
  
- II. Election of a Chairperson to the Technical Team Peter Henning**
  - Review, discussion, consideration and possible action on the election of a Chairperson to the Technical Team of the Information Technology and Systems Improvement Committee. **P-F-T**
  
- III. Minutes of the June 20, 2013 Meeting**
  - Approval of Minutes **P-F-T**
  
- IV. Policy Team Update Pat Nelson**
  - Update will be provided from the recent Policy Team meetings. **Info**

**V. NIEM Workgroup Update**

**Joe Sweeney**

- Update on the progress of the NIEM compliant Grand Jury Information exchange.

**Info**

**VI. Call to the Public**

Those wishing to address the Technical Team 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.

**VII. Date, Time, and Location of Next Meeting**

- The next Technical Team meeting will be held on **Thursday, August 28, 2014 at 2:00 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

**VIII. Adjournment**

A copy of the agenda background material provided to Technical Team 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.



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

**Request for Technical Team Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
April 3, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Election of a Chairperson to the Technical Team

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**TO:** Technical Team Members

**FROM:** Peter Henning, Program Manager  
Information Technology

**RECOMMENDATION:**

The Technical Team members elect a Chairperson to the Technical Team of the Information Technology and Systems Improvement Committee.

**DISCUSSION:**

A Chairperson is needed to facilitate Technical Team meetings, collaborate with the Policy Team Chairperson and be available to the Commission when issues arise surrounding the Arizona Records Improvement and Information Sharing Strategy.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table



**TECHNICAL TEAM  
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April 3, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the June 20, 2013 Meeting

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**TO:** Technical Team Members

**FROM:** Chairperson

**RECOMMENDATION:**

The Technical Team members approve the minutes of the Technical Team Meeting held on June 20, 2013.

**DISCUSSION:**

N/A

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table

**Technical Team of the Information Technology and Systems Improvement Committee**  
**Minutes**  
**June 20, 2013**

A public meeting of the Technical Team of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on June 20, 2013 at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

**Members Present:**

Mike Morrison, Chairperson, Scottsdale Police Department  
Graciano Cervantes, Department of Public Safety  
Silvia Gerdtz, Department of Transportation, by conference call  
Brian Hunt, Yavapai County Sheriff's Office  
John Merritt, Pima County Attorney's Office  
Jonathan Rodriguez, Coconino County Sheriff's Office, by conference call  
Robert Roll, Administrative Office of the Courts  
Stephen Welsh, Department of Corrections, Joseph Nicoletti representing

**Members Absent:**

David Azuelo, Tucson Police Department  
Rodney Banks, Pinal County, Senior I.T. Manager  
Bruce Byron, Glendale Police Department  
Tom Gendron, Maricopa ICJIS  
Ajay Joshi, Phoenix Police Department  
Rai Kollengade, Department of Administration  
Ted Martin, Pima County Sheriff's Office  
Chioma Nwabeke, Mesa Police Department  
Schuyler Southwell, Maricopa County Attorney's Office

**Staff Participating:**

Peter Henning, Program Manager  
Pat Nelson, Program Manager  
Wendy Boyle, Executive Secretary

**Guests Participating:**

Bill Kalaf, Executive Director, Intelligence Led Policing, Mesa Police Department  
Aaron Gorrell, Waterhole Software, Inc.  
Joe Sweeney, Senior Software Architect, Pima County Attorney's Office

**I. Call to Order and Roll Call**

The meeting was called to order by Chairperson Mike Morrison at 2:00 p.m. Roll was taken and a quorum was declared present.

**II. Minutes of the January 31, 2013 Meeting**

Chairperson Morrison called for a motion on the minutes. Robert Roll entered a motion to approve the minutes of the January 31, 2013 meeting. The motion was seconded by John Merritt and was unanimously approved by the Technical Team.

**III. Policy Team Update**

Pat Nelson, Program Manager provided updates from the Policy Team meeting on June 6, 2013. Ms. Nelson reported that ACJC submitted three applications to federal agencies for FY13 funding requests in the amount of \$1,568,014.

The first grant request was to the Bureau of Justice Statistics (BJS) for activities that support the National Instant Criminal Background Check System (NICS) program. The NICS application covers three deliverables: 1) conduct analysis for segmented tracking capabilities in the Arizona Disposition Reporting System (ADRS); 2) analyze and document lessons learned from challenges experienced in the ADRS XML test environment; and 3) create systems development that would standardize and automate transmission of case information rejected in ADRS to NICS.

Ms. Nelson referred to the second application to BJS for the National Criminal History Improvement Program (NCHIP). There were four proposals from different agencies that were forwarded in Arizona's application. The first proposal is to provide funding to the Department of Public Safety (DPS) in the amount of \$100,000 to automate records prior to 1984; this was a continuation of FY12 funding received for this activity. The second project is for Coconino County Sheriff's Office in the amount of \$42,466 to fund the Livescan Interface system for mug shot/Process Control Number (PCN). The third project is the continuation of FY12 NCHIP funding in the amount of \$69,333 to the Flagstaff Justice Court to focus on the disposition backlog reduction. Project four is through the Navajo County Sheriff's Office in the amount of \$50,564 for the implementation of the live scan imaging system for the Show Low jail annex.

Ms. Nelson then reviewed a new solicitation under the Bureau of Justice Assistance (BJA) that was introduced for improving the completeness of firearm background checks through enhanced state data sharing. The goals for the grant proposal are to improve Arizona reporting to NICS for information and indictments, to provide promising practice documents to address law enforcement challenges, restrictions, and liabilities in protecting the NICS records and information, incorporating law enforcement prohibited possessor indicators, and approving Arizona reporting to NICS on active warrants.

Ms. Nelson also updated the Technical Team on the findings from the data brief entitled Completeness of Criminal Records in Arizona, CY2002-2011 that was done by the Statistical Analysis Center. The committee is seeking approval by the Commission to direct 5% Byrne/Justice Assistance Grant (JAG) funding for the Criminal Justice Records Improvement Program (CJRIP) in the amount of \$225,585 to support the contractual services to develop an updated assessment and Project Investment Justification (PIJ) for the Arizona Criminal Records Improvement Information Sharing Strategy.

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

**IV. Status of AZLink and Related Technologies**

Bill Kalaf, Mesa Police Department updated the Technical Team on the technologies being deployed at the Mesa Police Department. Mr. Kalaf covered the Officer Rapid Response Identification Program. The pilot program of 35 unit devices was deployed using a device the size of an iPhone to obtain 2-print identification that validates against AFIS and has a 2-minute response time. The challenges are getting officers to report successes and updating Windows 7 to allow connection to the FBI Repository for Individuals of Special Concern (RISC) system.

Mr. Kalaf reported on the second pilot entitled Officer Video Camera Program that was deployed from October 2012 through September 2013; 50 cameras were set up with over 19,600 videos captured over a six month period. The third pilot included the Officer Electronic Citation Pilot Program has been deployed utilizing 95 units. The system processes electronic citations within hours, this reduces cost and resource time to process records for the courts.

Next, Mr. Kalaf discussed the AZLink Information Sharing Program. Six Cop link node connections have been added to include the Las Vegas Police Department, Los Angeles Sheriff's Department, Regional Terrorism Integrated Information System (RTIIS), San Diego Automated Regional Justice Information System (ARJIS), Colorado Information Sharing Consortium (CISC), and the North Texas Fusion Center; the other links include Southern California, Rio Grande, and the National Capital Region. Another technology service tool is the public application that has standard application download features, notification and updates capability that can support the iPhone, android, and other smartphones using a mobile link to the website. Mr. Kalaf explained that other technologies used as download features on the Mesa Police Department website include images, events, crime maps and graphics, submission a crime tips, community alerts, twitter and Facebook, crime prevention, City of Mesa link, and scanner streams.

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

**V. eWarrant Project Update**

Aaron Gorrell, Waterhole Software, Inc. provided an overview of the Global Reference Architecture, a federally funded effort that looks at service oriented structural design and taking leading practices and applying to the eWarrant project in Arizona.

Mr. Gorrell explained this is built on the National Information Exchange Model (NIEM). The Global Reference Architecture is focused on web services consisting of an orchestration service layer, business service layer and an application service layer. The eWarrant architecture was designed based on feedback from a series of meetings with the eWarrant project team and six site visits that were centered on gathering the business process requirements.

Mr. Gorrell reviewed the system architecture that demonstrates the flow of the county level repository to the warrant repository. Several examples were shown that illustrates the capability of requesting a bond amount.

Mr. Gorrell identified the capabilities found in the eWarrant system that include calculating bond amounts, calculating extradition limits, determining warrant routing, managing and maintaining bond history. The capabilities that can be used across multiple business processes are creating a document seal, retrieving criminal history and warrant history.

Lastly, Mr. Gorrell explained the three characteristics of a capability; the transaction does not depend on other transactions that happened before or after, it can be used across multiple business processes, and one-time implementation with vendors. For example, the Tucson Court (AZTEC) system interfaced with Tucson Police Department (Intergraph) system with a one-time implementation using a single vendor.

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

**VI. NIEM Working Group Update**

Joe Sweeney, Pima County Attorney's Office provided an update of the NIEM work group activities and the progress in building an NIEM compliant information exchange.

Mr. Sweeney explained the original goal for the work group was to come up with a NIEM compliant message so case information could be shared across agencies in Arizona. The group chose the Grand Jury Feed Pilot Project that involves re-writing the XML message to be NIEM compliant.

Mr. Sweeney stated that the NIEM training in February 2013 used a citation sample as an example of how to write a NIEM compliant XML. The basic model represented the citation the person was named for, the official responsible for the citing, the organization the official represented, and the charges on the citation. Two obstacles that came into play were the definition of a charge, which can be different among agencies, and the citation sample as a degenerative case.

Mr. Sweeney illustrated how the solution was met in the specific stages beginning with how the message flowed through different entities. Further explanations were given on the arresting agency's move to the charge, the associate charge to the person and indictment, and the organization/statute moving to the root. The next steps in this process are to finalize the case message and test the new grand jury feed later in 2013 as part of the rollout of the Felony System in Pima County.

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

**VII. Call to the Public**

Chairperson Mike Morrison made a call to the public. No members of the public addressed the Technical Team.

**VIII. Date, Time, and Location of Next Meeting**

The next Technical Team meeting will be held on **Thursday, September 12, 2013 at 2:00 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

**IX. Adjournment**

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,



John A. Blackburn, Jr.  
Executive Director

Audio recording is available upon request.

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April 3, 2014	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Policy Team Update

**TO:** Chairperson and Technical Team Members

**FROM:** Pat Nelson, Program Manager  
CJ System Improvement Program

**RECOMMENDATION:**

Information Only

**DISCUSSION:**

An update will be provided from the recent Policy Team meetings.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

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**TO:** Chairperson and Technical Team Members

**FROM:** Joe Sweeney, IT Manager  
Pima County Juvenile Court

**RECOMMENDATION:**

Information Only

**DISCUSSION:**

An update will be provided on the status of the NIEM work group's progress in building its Grand Jury information exchange that is NIEM compliant, the first of its kind in Arizona.

The NIEM workgroup has complete the NIEM compliant object model of a case message for transferring data from the Pima County Attorney's Office to the Pima County Superior Court. A prototype of this exchange will be demonstrated at the meeting.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A