

**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 **Thursday, February 15, 2018** beginning at **1:30 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** **Chairperson Karl Heckart**
- II. Minutes of the October 18, 2017 Meeting**
- Approval of Minutes **P-F-T**
- III. Criminal Justice Related IT Projects** **Patrick Scott – Glendale Court**  
**Steve West - ADOT**  
**Marc Peoples - ACJC**  
**Info**
- Presentation/Demo on City of Glendale e-Warrant System
  - ADOT - Timeline/capabilities on future integration options for the Criminal Justice community
  - Protection Order Update
  - Conditions of Release Update
- IV. Call to the Public**
- Those wishing to address the Policy 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.

## **V. Date, Time, and Location of Next Meeting**

- The next Policy Team meeting will be held on **Thursday, June 7, 2018** at the Arizona Criminal Justice Commission at 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

## **VI. Adjournment**

A copy of the agenda background material provided to Policy 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.



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

**Request for Policy Team Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
February 15, 2018	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the October 18, 2017 Meeting

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**TO:** Policy Team Members

**FROM:** Karl Heckart, Chairperson

**RECOMMENDATION:**

The Policy Team members approve the minutes of the Policy Team Meeting held on October 18, 2017.

**DISCUSSION:**

N/A

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table

**Policy Team of the Information Technology and Systems Improvement Committee**  
**Minutes**  
**October 18, 2017**

A public meeting of the Policy Team of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on October 18, 2017, at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

**Members Present:**

Karl Heckart, Chairperson, Administrative Office of the Courts  
Steve Ballance, Maricopa ICJIS  
Timothy Chung, Department of Public Safety  
Dwight Cloud, Department of Corrections  
Chris Kelly, Maricopa County Superior Court, by conference call  
Michael Keran, Scottsdale Police Department  
Julio Marroquin, Yavapai County Attorney's Office, by conference call  
Barbara Marshall, Maricopa County Attorney's Office, Hilary Weinberg representing  
Nancy McKay-Hills, Tucson Police Department, by conference call

**Members Absent:**

Mark Marino, Gilbert Police Department  
John Merritt, Pima County Attorney's Office  
K. Clint Metheney, Navajo County Attorney's Office  
David Theel, Pima County Sheriff's Department

**Staff Participating:**

Marc Peoples, Program Manager  
Heather Bohnet, Program Coordinator

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

The meeting was called to order by Chairperson Karl Heckart at 1:02 p.m. Roll was taken and a quorum was declared present.

**II. Minutes of the February 2, 2017 Meeting**

Chairperson Heckart called for a motion on the minutes. Dwight Cloud entered a motion to approve the minutes of the meeting held on February 2, 2017. The motion was seconded by Michael Keran and was unanimously approved by the Policy Team.

**III. Protection Order (PO) / Injunction Against Harassment (IAH) Project**

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided a review of the Protection Order and Injunction Against Harassment project. Order of Protection data for each county was presented. An overview of the survey process was provided and survey results of the recommendations with legislative impact were reviewed. There was discussion on the recommendation proposing standardized language across all policies and laws by changing reference of "Plaintiff" to "Petitioner" and "Defendant" to "Respondent". Discussion was held regarding validation pertaining to the recommendation which states that once the OP/IAH System is implemented, the issuing court should be the official holder of record; there will be no further need to forward the OP/IAH to the County Sheriff for validation. Discussion was held regarding the recommendation that unserved OP/IAH should be visible to justice personnel through the OP/IAH System, which would be used to identify cross-orders and allow law enforcement to serve an OP/IAH, with further discussion regarding service by incidental contact. Following the recommendation review, there was further dialog on the implementation of a statewide victim notification.

**IV. Draft Legislation Review**

Marc Peoples, Criminal Justice Systems Improvement Program Manager, presented the Protection Order draft legislation language. The current working draft of ARS 13-3602, the Order of Protection statute was reviewed and discussion followed regarding the automatic entry to NCIC via an automatic feed to update system to system. The working draft of the emergency orders of protection statute, ARS 13-3624, was presented with discussion surrounding the documentation of the emergency order. Following the draft legislation review, example incidental contact forms were provided for agency review. Michael Keran motioned to recommend the changes for the Information Technology Committee to review. Dwight Cloud seconded the motion. Discussion was held regarding the chief's and police department input and also the cost of this project. The motion was unanimously approved by the Policy Team.

**V. Call to the Public**

Chairperson Heckart made a call to the public. No members of the public addressed the Policy Team.

**VII. Adjournment**

Steve Ballance moved to adjourn.

The meeting was adjourned at 2:37 p.m.

Respectfully submitted,



Andrew T. LeFevre  
Executive Director

Audio recording available upon request.



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OF THE  
ARIZONA CRIMINAL JUSTICE COMMISSION**

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**TO:** Chairperson and Policy Team Members

**FROM:** Marc Peoples, Program Manager  
CJ System Improvements Program  
Patrick Scott – Glendale Court  
Steve West – Arizona Department of Transportation (ADOT)

**RECOMMENDATION:**

Information Only

**DISCUSSION:**

Criminal Justice Related IT Projects:

- Presentation/Demo on City of Glendale e-Warrant System
- ADOT - Timeline/Capabilities on future integration options for the Criminal Justice community
- Protection Order Update
- Conditions of Release Update

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A