

**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, December 5, 2019** beginning at **10:00 a.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007**. Members of the **Policy Team of the Information Technology and Systems Improvement Committee** may attend either in person or by telephone, video or internet conferencing.

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 November 01, 2018 Meeting

- Approval of Minutes **P-F-T**

III. Update on Current CJ Systems Improvement Projects **Marc Peoples**

- A briefing will be provided on the discussions and current progress of the following projects: **Info**
 - A. Orders of Protection
 - B. E-Warrants
 - C. Conditions of Release
 - D. Arizona Disposition Reporting System (ADRS)
 - E. Victim Notification System
 - F. Mobile Fingerprinting

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 at **10:00 am** on **Thursday, March 26, 2020** 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.

II

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

Request for Policy Team Action

Action Requested:	Type of Action Requested:	Subject:
December 05, 2019	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the November 01, 2018 Meeting

TO: Policy Team Members

FROM: Karl Heckart, Chairperson

RECOMMENDATION:

The Policy Team members approve the minutes of the Policy Team Meeting held on November 01, 2018.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve – Modify - Table

**Policy Team of the Information Technology and Systems Improvement Committee
Minutes
November 1, 2018**

A public meeting of the Policy Team of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on November 01, 2018, at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

Members Present:

Karl Heckart, Chairperson, Administrative Office of the Courts
Rebecca Baker, Maricopa County Attorney's Office
Timothy Chung, Department of Public Safety. Melanie Veilleux representing
Dwight Cloud, Department of Corrections
Chris Kelly, Clerk of the Superior Court in Maricopa County, by conference call
Julio Marroquin, Yavapai County Attorney's Office, by conference call
Nancy McKay-Hills, Tucson Police Department
John Merritt, Pima County Attorney's Office, by conference call
Sue Stahl, Tucson Police Department
Sharon Stolpen, City of Phoenix Prosecutor's Office
David Theel, Pima County Sheriff's Department
Dianne VanHorn, Pima County Superior Court
David Williams, Gila River Indian Community

Members Absent:

Steve Ballance, Maricopa ICJIS
Michael Keran, Scottsdale Police Department,
K. Clint Metheney, Navajo County Attorney's Office

Staff Participating:

Andrew LeFevre, Executive Director
Marc Peoples, Program Manager
Heather Bohnet, Program Coordinator
Kyle Walraven, Project Manager

Guests Participating:

Aaron Gorrell, Waterhole Justice Consulting

I. Call to Order and Roll Call

The meeting was called to order by Chairperson Karl Heckart at 1:33 p.m. Roll was taken and a quorum was declared present.

II. Minutes of the February 15, 2018 Meeting

Chairperson Heckart called for a motion on the minutes. David Theel entered a motion to approve the minutes of the meeting held on February 15, 2018. The motion was seconded by Dwight Cloud and was unanimously approved by the Policy Team.

III. Update on Current CJ Systems Improvement Projects

A. E-Warrants

Karl Heckart, Administrative Office of the Courts, provided an update on the status the e-warrant project. Discussion was held in regards to the Justice Web Interface (JWI) usage among law enforcement agencies leveraging JWI statewide for e-warrant implementation,

and the cost associated for agencies not currently using JWI. The next phase of the project is to meet with AZ DPS and JWI developers.

B. *Form 4 Automation*

Karl Heckart, Administrative Office of the Courts, provided an update on the court project of the Form 4 automation. The project is to standardize the Form 4 and automate it, so it is captured in digital format. The next step is to meet with AZ DPS to discuss information timing and flow of information. Pima County Sheriff's Office discussed their automation of the Form 4 and how PCSO deputies use the web form on their mobile device.

C. *Orders of Protection*

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided a status update on the Order of Protection and Injunction against Harassment (OP/IAH) project. Weekly meetings are being held with the Administrative Office of the Courts. A survey has been sent to law enforcement to identify capabilities of law enforcement when it comes to incidental contact and service of Orders. An analysis is also being done to identify who serves the Orders for each court.

D. *Conditions of Release Update*

Marc Peoples provided a background of the Conditions of Release project and sharing of Conditions of Release. The next step of the project is to meet to discuss the standardization of Conditions of Release.

E. *Juvenile Delinquencies and NICS*

Karl Heckart discussed the submission of juvenile firearm restriction records to NICS. Implementation of submission of juvenile restrictions to NICS will be day forward. Discussion has been held at the AOC on how these records will be reported and also the need to build an automated system for removal of those records.

F. *Arizona Disposition Reporting System (ADRS) and Courts*

Marc Peoples presented on ADRS implementation. ACJC received funding to increase the submission of criminal history record information. ACJC is using a phase approach to improving ADRS reporting, and is currently working with county prosecutors on implementing ADRS within their case management systems. Next phases of the project include improving ADRS reporting with municipal prosecutors, courts, and law enforcement and corrections.

G. *Mobile Fingerprinting (2FID)*

Marc Peoples provided an update on the Mobile Fingerprinting project. Mobile devices have been implemented in over 170 Superior Court criminal court rooms and over 41,000 fingerprints have been taken on the devices, with 235 individuals returned with no fingerprints on file. Next phase of the project is to identify if individual has been fingerprinted on the charges they are being sentenced for.

IV. 2019-2023 CJ Systems Improvement Strategy

Marc Peoples provided an overview of the draft 2019-2023 Systems Improvement Strategy. Aaron Gorrell of Waterhole Justice Consulting, presented highlights of the CJ Systems Improvement Strategy and the statewide technology infrastructure for data sharing.

V. Call to the Public

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

VI. Date, Time, and Location of Next Meeting

The next Policy Team meeting will be held on Thursday, February 7, 2019, at the Arizona Criminal Justice Commission at 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

VII. Adjournment

The meeting was adjourned at 3:27 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andrew T. LeFevre", written in a cursive style.

Andrew T. LeFevre
Executive Director

Audio recording available upon request.

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

Request for Policy Team Action

Action Requested:	Type of Action Requested:	Subject:
December 05, 2019	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Update on Current CJ Systems Improvement Projects

TO: Chairperson and Policy Team Members

FROM: Marc Peoples, Program Manager
CJ Systems Improvements Program

RECOMMENDATION:

Information Only

DISCUSSION:

A briefing will be provided on the discussions and current progress of the following projects:

- A. Orders of Protection
- B. E-Warrants
- C. Conditions of Release
- D. Arizona Disposition Reporting System (ADRS)
- E. Victim Notification System
- F. Mobile Fingerprinting

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A