

**NOTICE OF PUBLIC MEETING
OF THE
INFORMATION TECHNOLOGY AND SYSTEMS IMPROVEMENT COMMITTEE
OF THE
ARIZONA CRIMINAL JUSTICE COMMISSION
AND
AGENDA**

Pursuant to A.R.S § 38-431.02, notice is hereby given to the members of the **Information Technology and Systems Improvement Committee** of the Arizona Criminal Justice Commission and to the general public that the **Information Technology and Systems Improvement Committee** will hold a meeting open to the public on **Thursday, February 16, 2017** 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 David Byers**
Information Technology and Systems Improvement
Committee Members:
David Byers, Chairperson
Joe Brugman
Frank Milstead
Sheila Polk
Daniel Sharp
- II. Minutes of the July 14, 2016 Meeting** **P-F-T**
- Approval of Minutes **P-F-T**
- III. Adult Probation Services Division** **Anna Haney**
- Review, discussion, consideration and possible action on the Gerald Hardt Memorial Criminal Justice Records Improvement Program (CJRIP) grant allocation for FY 2018 through FY 2019 on the following:
 - A.** ACJC discussions with Adult Probation Services Division regarding NICS alert for attempted firearm purchase by an individual sentenced to probation. **P-F-T**

B. ACJC discussions with Adult Probation Services Division regarding automatic alert upon law enforcement contact, for arrest only, of all probationers. **P-F-T**

C. ACJC discussions with Adult Probation Services Division regarding integrating information from AOC Public Access website into JWI. **P-F-T**

IV. Condition of Release Final Report **Marc Peoples**

- Review, discussion, consideration and possible action on the findings in the report. **P-F-T**

V. CJ Related IT Projects **Marc Peoples**
Info

- Florida's Department of Law Enforcement e-Warrant System - Webinar Review
- Protection Orders

VI. 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.

VII. Date, Time, and Location of Next Meeting

- The next Information Technology and Systems Improvement Committee meeting will be held at the call of the Chairperson.

VIII. 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.

II

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

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
February 16, 2017	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the July 14, 2016 Meeting

TO: Chairperson and Committee Members

FROM: Marc Peoples, Program Manager
CJ System Improvement Program

RECOMMENDATION:

The Committee approve the minutes of the Information Technology and Systems Improvement Committee Meeting held on July 14, 2016.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

Information Technology and Systems Improvement Committee
Minutes
July 14, 2016

A public meeting of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on July 14, 2016, at the Little America Hotel, 2515 E. Butler Avenue, Flagstaff, AZ.

Members Present:

David Byers, Chairperson, Director, Administrative Office of the Courts
Joe Brugman, Chief, Safford Police Department
Chris Gibbs, Mayor, City of Safford
Frank Milstead, Director, Department of Public Safety, Timothy Chung representing
Sheila Polk, Yavapai County Attorney
Daniel Sharp, Chief, Oro Valley Police Department

Staff Participating:

Marc Peoples, Criminal Justice Systems Improvement Program Manager
Karen Ziegler, Deputy Director
Wendy Boyle, Executive Secretary

I. Call to Order

The meeting was called to order by Chairperson David Byers at 11:30 a.m. The roll was taken, and a quorum was declared present.

II. Approval of the Minutes on the July 16, 2015 Meeting

Chairperson Byers called for a motion on the minutes. Commissioner Chris Gibbs entered a motion to approve the minutes of the meeting held on July 16, 2015. The motion was seconded by Commissioner Daniel Sharp and was unanimously approved by the Committee.

III. Full Service Forensic Crime Laboratory Grant Program

Marc Peoples, Criminal Justice Systems Improvement Program Manager presented the F17 Full Service Forensic Crime Laboratory grant proposals and allocations of funds for \$700,000 as shown on page nine of the agenda. Mr. Peoples stated the amount decreased because the CJEF funds did not come in as projected and there was no population allocation. Chairperson Byers inquired if the labs were aware of the decline and Mr. Peoples responded that the lab directors were given the projections ahead of time. He informed the lab directors that the base allocation might need adjusting due to the decrease of CJEF funding for FY18. Chairperson Byers asked about the funding source, and Deputy Director Karen Ziegler stated the crime labs are funded through the Fill the Gap program and out of the seven percent assessment on civil fines and fees.

Commissioner Daniel Sharp entered a motion to recommend to the Commission the approval of Full-Service Forensic Crime Laboratory grant allocations for the cycle of July 1, 2016, through June 30, 2017. The motion was seconded by Commissioner Joe Brugman and was unanimously approved by the Committee.

IV. Update on Current CJ Systems Improvement Projects

Mr. Peoples reviewed the vision and goals of the Criminal Justice Records Improvement Strategy. Mr. Peoples provided an overview of the priorities in FY2015.

- **The Continuation of the NICS Task Force.** This priority will be ongoing for the next fiscal year. The group looks at improving criminal records and gaps as it relates to firearms and ensures that individuals with a criminal history are not able to purchase guns.
- **Mental Health Indicator to Law Enforcement.** This project is mostly complete. This allows law enforcement to receive an indicator when a name and date of birth is checked to indicate whether the person has a mental condition. Commissioner Sheila Polk pointed out one complaint of the mental health indicator is the unavailability of information from the clerk in the courtroom after 5 pm and weekends. Mr. Peoples responded that a procedure or protocol should be developed when and if the indicator is alerted no matter what time of day and the investigation would come into play.
- **2FID Court Rooms Pilot.** This project completed. The project ran in Maricopa County Superior Court and Pinal County Superior Court that tested two mobile fingerprinting devices. Maricopa County Superior Court completed the request for proposal (RFP), the vendor; Cross Match won the bid for the device; then ACJC awarded a contract to AOC to purchase the devices.
- **e-Warrants Statewide.** This project is a pilot initiative working with AOC, Coconino County Sheriff's Office and Flagstaff Municipal Court that ended June 30, 2016. Since March 2016, Microsoft Dynamics CRM tool was tested as a pilot for a system to use on e-warrants. The group learned that because it is part of an enterprise package of Microsoft, it would require a license for each end user making it costly. The next phase will be a breakdown work cost and structure to build a product using the similar technology to host the technology in house. Commissioner Daniel Sharp inquired about looking at other applications that can be utilized instead of building own. Mr. Peoples stated the group would continue to explore different paths that are less expensive.
- **e-Criminal filing.** This project is a prototype that is funded and working on statewide requirements to be able to implement an electronic criminal court case filing process. The group is finalizing the requirements, completing the XML and there will be a system analysis document prepared to explain the statewide e-filing system from the prosecutor to the court.

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- **Felony Convictions to NICS.** Mr. Peoples discussed more research is required for the best method to process the felony convictions to NICS. The plan is to have a strategy and process for cleaning up incomplete dispositions.
- **Development of Historical Warrant Repository.** This project is fully funded. Most of the development on the historical warrant repository is complete. The primary component is to build the connection to the Message Switch that DPS is changing and updating. A statement of work to proceed and a grant agreement will be sent to start the process. The repository would get access to squash and served warrants; allowing the database to capture those warrants. This project would benefit the prosecutors and adult probation.
- **Failure to Appear.** This project is completed and involved HB 2154 where two statutes were combined into one to clear up the confusion for failure to appear warrants; this will alleviate the open dispositions within the process.
- **ADRS multi-disciplinary outreach and training.** This project is in progress. Information sharing meetings by AOC, DPS, and ACJC continue around the state to deliver disposition training and provide information in connecting to the ADRS system to begin a paperless reporting system. Computer-based training is planned and available for new hires to learn about new dispositions.
- **eCitation Implementation in all jurisdictions.** There has not been much work done in the eCitation area. More research is required because not all small jurisdictions can utilize eCitation, so exploration will be done to see what is lacking in the state.
- **Synchronization of Probation.** This project is in progress. Mr. Peoples met with all the Chief Probation Officers and gathered information on the technology needs for Adult Probation. A survey was given to rank the high priority and will meet again to process what to start on.
- **JWI Data Source Sharing.** This project is in progress. Mr. Peoples stated the project is looking at how JWI gathers and shares information so it can leverage the information across the criminal justice platform.

Next, Mr. Peoples discussed the priorities for FY 2016.

- **The Continuation of the NICS Task Force.** This is funded and will be ongoing.
- **The Orders of Protections System-AOC.** This project is fully funded. Research would occur to find out why law enforcement underutilizes CPOR. The technology will be reviewed, and re-developed, so it can be flexible to share information in and out of the system. AOC will place a workgroup to review the orders of protection system for the courts.
- **GAP Initiative.** Mr. Peoples stated the GAP Initiative would lead into the Missing Fingerprint analysis and anticipates adult probation initiatives will come out of the GAP initiative rework.
- **e-Warrant Phase II.** This project is on hold until an analysis or another product integrated into the workflows are developed to create electronic warrants.
- **Conditions of Release Analysis Project – Firearm-Related.** This project is fully funded. Site visits took place in four counties that included Pima, Graham, Yavapai, and Maricopa, as well as the City of Tucson to study how each jurisdiction captured conditions of release. The next steps are identifying the data requirements, developing a single standardized data model and preparing a final report for recommendations by the 3rd or 4th quarter of 2017.
- **Missing Fingerprint Analysis.** This project is fully funded. The research began with the Department of Corrections (DOC) GAP Program where an inmate has no criminal history. The next steps are looking at the impact of HB 2154, coordinating a stakeholder meeting in Pinal County, holding some prosecutorial training and preparing a final report for recommendations from the Missing Fingerprint Analysis Project.

Mr. Peoples covered the priorities for FY 2017.

- This includes the continuation of the NICS task force and the Orders of Protection Analysis dealing with law enforcement, prosecutors, victim advocates to improve the domestic protection order statute that will require a change. Once funded, the analysis will be started to improve the protection order law. Chairperson Byers stated a rule petition was filed to use the current statute, but to allow in addition to what the statute allows, a citizen to request that the court sends their order directly to law enforcement. The rule petition is up for adoption and should be effective this year.

V. Call to the Public

Chairperson Byers made a call to the public. No members of the audience addressed the Committee.

VI. Date, Time, and Location of Next Meeting

The next Information Technology and Systems Improvement Committee meeting will be at the call of the Chairperson.

VII. Adjournment

The meeting was adjourned at 12:32 p.m.

Respectfully submitted,



Andrew T. LeFevre
Executive Director

Audio recording is available upon request.

III

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

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
February 16, 2017	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Adult Probation Services Division

TO: Chairperson and Committee Members

FROM: Anna Haney
Grant Coordinator

RECOMMENDATION:

The Information Technology and Systems Improvement Committee recommend to the Commission directing FY2017 through FY2018 Byrne/JAG 5% set aside funding designated for the Gerald Hardt Criminal Justice Records Improvement Program to support the initiatives for the Adult Probation Services three projects (A,B, and C)

DISCUSSION:

- A. ACJC discussions with Adult Probation Services Division regarding NICS alert for attempted firearm purchase by an individual sentenced to probation.
- B. ACJC discussions with Adult Probation Services Division regarding automatic alert upon law enforcement contact, for arrest only, of all probationers.
- C. ACJC discussions with Adult Probation Services Division regarding integrating information from AOC Public Access website into JWI.

FISCAL IMPACT:

Significant to recipient agencies

ALTERNATIVES:

Not Approve - Modify - Table

IV

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

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
February 16, 2017	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Condition of Release Final Report

TO: Chairperson and Committee Members

FROM: Marc Peoples, Program Manager
CJ System Improvement Program

RECOMMENDATION:

The Information Technology and Systems Improvement Committee recommend to the Commission the approval of the Condition of Release Final Report recommendation that additional release conditions be included in the condition of release info that will be sent to NICS and provided to law enforcement.

DISCUSSION:

The Condition of Release Final Report will be presented.

FISCAL IMPACT:

Significant to recipient agencies

ALTERNATIVES:

Not Approve - Modify - Table



**INFORMATION TECHNOLOGY AND SYSTEMS IMPROVEMENT COMMITTEE
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Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
February 16, 2017	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	CJ Related IT Projects

TO: Chairperson and Committee Members

FROM: Marc Peoples, Program Manager
CJ System Improvement Program

RECOMMENDATION:

Information Only

DISCUSSION:

CJ Related IT Projects

- Presentation on Florida's Department of Law Enforcement e-Warrant System
- Protection Orders

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A