

**Policy Team of the Information Technology and Systems Improvement Committee**  
**Minutes**  
**October 6, 2016**

A public meeting of the Policy Team of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission convened on October 6, 2016, 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  
Nancy McKay-Hills, Tucson Police Department  
Michael Keran, Scottsdale Police Department  
Julio Marroquin, Yavapai County Attorney's Office, by conference call  
Mark Marino, Gilbert Police Department  
Barbara Marshall, Maricopa County Attorney's Office, Rebecca Baker representing  
David Theel, Pima County Sheriff's Department

Members Absent:

John Merritt, Pima County Attorney's Office

Staff Participating:

Marc Peoples, Program Manager  
Wendy Boyle, Executive Secretary

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

- The meeting was called to order by Chairperson Karl Heckart at 1:30 p.m. Roll was taken, and a quorum was declared present.

**II. Minutes of the June 16, 2016, Meeting**

- Chairperson Heckart called for a motion on the minutes. Michael Keran entered a motion to approve the minutes of the meeting held on June 16, 2016. The motion was seconded by David Theel and was unanimously approved by the Policy Team.

**III. Technical Team Update – *Marc Peoples, Program Manager***

- At the June meeting, the Technical Team selected Robert Roll as the new chairperson for the Technical Team. Discussion centered on re-engaging the Technical Team to start participating in the projects that involve the IT infrastructure. Also, one issue talked about was how rural areas are having problems developing e-Citation. ACJC is looking into bringing a vendor to the Policy Team and Technical Team to discuss how Oro Valley Police Department is using an IPAD technology and explained the process that would not take much to integrate into municipalities and smaller communities for e-Citation.

**IV. Adult Probation Services Division – *Marc Peoples, Program Manager***

- ACJC staff met with the Adult Probation Management team on April 7, 2016, to discuss the infrastructure and IT needs that are important and to enhancing and improving their work environment. After the discussion, a survey was sent asking the group to prioritize the areas. The number one priority was public access information (AOC) provided through JWI. The next significant item was the automatic alerts when probation clients come in contact with law enforcement. The third urgent item was for NICS to alert for people attempting to purchase firearms. The fourth concern was the automatic alerts when someone sentenced to probation from the courts, and the last important item was the tribal criminal history repository.

**A. ACJC discussions with Adult Probation Services Division regarding NICS alert for attempted firearm purchase by an individual sentenced to probation.**

- Mr. Peoples reported that adult probation does not know if a person has attempted to buy a firearm if their client is on probation. Some of the misdemeanor offenses are not fingerprinted and are not in NICS, therefore not reportable. Adult probation would want to send a certain segment and will need to define the protocols for the segment.

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

- Mr. Peoples reported that adult probation discussed there is no need to be alerted on every contact with law enforcement; only to be alerted on those arrested and how best to do that. The method decided was the Arizona Disposition Reporting System as the most accurate tool to use to see the information if there is a fingerprint for the client and the charge. The technology is there, but the question is if there are time and resources available to do the project.

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

- Adult Probation discussed that not all counties have access to JWI; however, some do have access to the court public access system. If JWI could query the court access to be available, it would save time in doing the initial appearances.
- The court case management system to APEX as a connection was part of the discussion. The two are housed at the same place and would not need any outside support. If the two systems could be connected, it could provide adult probation with information when someone sentenced to probation from the courts with automatic alerts.
- The last priority was the tribal criminal history repository. Law Enforcement does not know if an individual is in trouble on tribal land and the systems are not compatible. Each tribe has its tribal crime history repository, and this project may be bigger than designed.
- Mr. Peoples explained these projects could be voted on for policy and support next year and forwarded on to the Information, Technology, and Systems Improvement Committee.
  
- Mr. Peoples shared on the projects already implemented. The staff is working on webinars to explain the law from the project based on the HB 2154 fingerprinting bill. The other projects are the Historical Warrant Repository, Mental Health Indicator, Felony Convictions to NICS, Phase II on eWarrants, and Orders of Protection Analysis.
- Chairperson Heckert talked about looking at projects beyond ACJC to share interfaces.
- Mr. Peoples asked the Policy Team to recommend colleagues or associates who would be interested in sitting on the Committee since there are three vacancies.

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

- The next Policy Team meeting will be held on **Thursday, February 2, 2017, at 1:30 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, and Phoenix, Arizona 85007.

**VI. Adjournment**

- The meeting was adjourned at 2:51 p.m.

Respectfully submitted,



Andrew T. LeFevre  
Executive Director

Audio recording is available upon request.