

**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 **Monday, October 23, 2017** beginning at **1:30 p.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, St. 230, Phoenix, AZ 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  
Mark Napier  
Sheila Polk  
Daniel Sharp
- II. Minutes of the May 9, 2017 Meeting** **P-F-T**  
• Approval of Minutes
- III. Protection Order (PO) /Injunction Against Harassment (IAH)  
Project** **Marc Peoples**  
• The update will be provided on the PO and IAH survey results. **Info**
- IV. Draft Legislation Review** **Marc Peoples**  
• Review, discussion, consideration and possible action on the Protection Order and Injunction Against Harassment draft legislation. **P-F-T**

**V. 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.

**VI. 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.

**VII. 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.



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

**Request for Committee Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
October 23, 2017	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the May 9, 2017 Meeting

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**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 May 9, 2017.

**DISCUSSION:**

N/A

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table

**Information Technology and Systems Improvement Committee  
Minutes  
May 9, 2017**

A public meeting of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on May 09, 2017, at the Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 230, Phoenix, Arizona 85007.

**Members Present:**

David Byers, Chairperson, Director, Administrative Office of the Courts  
Joe Brugman, Chief, Safford Police Department, by conference call  
Sheila Polk, Yavapai County Attorney, by conference call  
Daniel Sharp, Chief, Oro Valley Police Department, Kara Riley representing

**Members Absent:**

Frank Milstead, Director, Department of Public Safety

**Staff Participating:**

Marc Peoples, Criminal Justice Systems Improvement Program Manager  
Heather Bohnet, Program Coordinator  
Andrew LeFevre, Executive Director

**I. Call to Order**

The meeting was called to order by Chairperson David Byers at 1:32 p.m. The roll was taken, and a quorum was declared present.

**II. Approval of the Minutes of the February 16, 2017 Meeting**

Chairperson Byers called for any changes or corrections to the minutes. The minutes stand and are approved as submitted.

**III. Full-Service Forensic Crime Laboratory Grant Program**

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided an overview of the Full-Service Forensic Crime Laboratory Grant Program. The requirements to be considered a Full-Service Crime Lab were reviewed. Discussion was held on the CJEF balance and expected fund projections. Discussion was held regarding grant agreement language for reimbursement of available funds. The Committee recommended staff review the grant agreement for language that expected award is subject to availability of funds. Discussion was held on a request by DPS to revisit the rules and review the language defining full-service lab qualifications, and also a request by DPS that future allocations be considered based on population and not a minimum base amount as funds continue to decrease.

The FY18 funding recommendation of \$100,000 per lab to the five eligible crime labs, for a total of a \$500,000 allocation for the FY18 Full-Service Forensic Crime Laboratory Grant, was presented.

Kara Riley entered a motion to adopt the staff recommendation of the \$500,000 allocation for FY18. The motion was seconded by Commissioner Sheila Polk and was unanimously approved by the Committee.

**IV. Conditions of Release Update**

Marc Peoples provided an update on the progress of the Conditions of Release Project, which was previously approved by the Commission for statewide implementation. An in-depth analysis will begin next month to explore project specifications and to examine project cost in order to apply for FY18 or FY19 funding.

**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 2:28 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andrew T. LeFevre". The signature is fluid and cursive, with a large initial "A" and "L".

Andrew T. LeFevre  
Executive Director

Audio recording is available upon request.



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

**Request for Committee Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
October 23, 2017	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Protection Order (PO) Injunction Against Harassment (IAH) Project

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**TO:** Chairperson and Committee Members

**FROM:** Marc Peoples, Program Manager  
CJ System Improvement Program

**RECOMMENDATION:**

Information Only

**DISCUSSION:**

A briefing will be provided on the survey results of the Protection Order and Injunction Against Harassment project.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

# IV

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

### Request for Committee Action

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
October 23, 2017	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Draft Legislation Review

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**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 for approval of the Protection Order and Injunction Against Harassment draft legislation.

#### **DISCUSSION:**

On July 16, 2015, the Commission approved that the Arizona Criminal Justice Commission should develop a statewide protocol that establishes a best practices model on how Protection Orders should be processed and served. In 2016, ACJC received a grant to perform a statewide assessment on the Protection Order process and through this review best practices were identified. Based on the statewide assessment it was discovered that to improve our process, legislative changes will need to be made in state statute.

#### **FISCAL IMPACT:**

Yes

#### **ALTERNATIVES:**

Not Approve - Modify - Table