

**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, November 8, 2018** beginning at **1:30 p.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, St. 230, Phoenix, AZ 85007**. Members 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 David Byers**
*Information Technology and Systems Improvement
Committee Members:*
David Byers, Chairperson
Joe Brugman
Frank Milstead
Greg Mengarelli
Mark Napier
Sheila Polk
Daniel Sharp
Steve Stahl
- II. Minutes of the March 15, 2018 Meeting** **P-F-T**
- Approval of Minutes
- 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. Juvenile Delinquencies and NICS
 - C. Arizona Disposition Reporting System (ADRS) and Courts
 - D. Mobile Fingerprinting (2FID)
 - E. Conditions of Release

IV. 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.

V. 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.

VI. 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

Action Requested:	Type of Action Requested:	Subject:
November 08, 2018	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the March 15, 2018 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 March 15, 2018.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve – Modify - Table

Information Technology and Systems Improvement Committee
Minutes
March 15, 2018

A public meeting of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on March 15, 2018, 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
Frank Milstead, Director, Department of Public Safety, Lt. Timothy Chung representing
Mark Napier, Pima County Sheriff's Office
Sheila Polk, Yavapai County Attorney
Daniel Sharp, Chief, Oro Valley Police Department, Lt. Ed Shaefer representing by conference call

Members Absent:

Joe Brugman, Chief, Safford Police Department

Staff Participating:

Marc Peoples, Program Manager
Heather Bohnet, Grant Coordinator

Guests Participating:

Aaron Gorrell, Waterhole Justice Consulting, by conference call

I. Call to Order and Roll Call

The meeting was called to order by Chairperson David Byers at 1:30 p.m. The roll was taken, and a quorum was declared present.

II. Minutes of the October 23, 2017 Meeting

Chairperson Byers called for any changes or corrections to the minutes. Commissioner Mark Napier made a motion to approve the minutes of the meeting held on October 23, 2017. The motion was seconded by Lt. Timothy Chung and was unanimously approved by the Committee.

III. Full-Service Forensic Crime Laboratory Grant Program

Heather Bohnet, Criminal Justice Systems Improvement Grant Coordinator, provided an overview of the Full-Service Forensic Crime Laboratory Grant Program. The requirements to be considered a Full-Service Crime Lab were reviewed. The FY19 funding recommendation of \$100,000 per lab to the five eligible crime labs, for a total of a \$500,000 allocation for the FY19 Full-Service Forensic Crime Laboratory Grant, was presented.

Commissioner Sheila Polk entered a motion to recommend to the full Commission, the staff recommendation of the \$500,000 allocation for FY19. The motion was seconded by Commissioner Mark Napier and was unanimously approved by the Committee.

IV. Criminal Justice Related IT Projects

- Protection Order Update

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided an update on the Order of Protection and Injunction against Harassment (OP/IAH) project.

Marc Peoples and Aaron Gorrell, Waterhole Justice Consulting, presented a Proof of Concept demonstration of the new OP/IAH system. There was discussion around the creation of the petition, courts access to terminal kiosks and computers for petition creation, and prosecutor access to the Order once it has been issued.

- Conditions of Release Update

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided an update on the progress of the Conditions of Release Project. Discussion was held on the approximate cost of the project, the usefulness of sharing Conditions of Release with law enforcement, and the timely removal from systems once conditions are no longer active. Next steps of the project are to meet with the presiding judges to discuss the standardization of Conditions of Release and then provide an update to this Committee on the cost of the project and feedback received from the presiding judges.

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 3:12 p.m.

Respectfully submitted,



Andrew T. LeFevre
Executive Director

Audio recording is available upon request.



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OF THE
ARIZONA CRIMINAL JUSTICE COMMISSION**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
November 08, 2018	<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 Committee Members

FROM: Marc Peoples, Program Manager
CJ System Improvement 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. Juvenile Delinquencies and NICS
- C. Arizona Disposition Reporting System (ADRS) and Courts
- D. Mobile Fingerprinting (2FID)
- E. Conditions of Release

FISCAL IMPACT:

N/A

ALTERNATIVES

N/A