

**NOTICE OF PUBLIC MEETING
OF THE
INFORMATION TECHNOLOGY AND SYSTEMS IMPROVEMENT COMMITTEE
OF THE
ARIZONA CRIMINAL JUSTICE COMMISSION
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 **Wednesday, February 26, 2020** 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
Steve Stahl
- II. Minutes of the February 12, 2019 Meeting** **P-F-T**
• Approval of Minutes
- III. Full-Service Forensic Crime Laboratory Grant Program** **Candice Millsap**
• Review, discussion, consideration and possible action on FY2021 Full Service Forensic Crime Laboratory grant proposal and allocations. **P-F-T**
- IV. Criminal Justice Related IT Projects** **Marc Peoples and Shayla Fordyce**
• Protection Order Update
• Conditions of Release Update
• Victim Notification Update
• NIBRS (National Incident Base Reporting System) **Information Only**

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.

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 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the February 12, 2019 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 February 12, 2019.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

Information Technology and Systems Improvement Committee
Minutes
February 12, 2019

A public meeting of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on February 12th, 2019, 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, Gregg Hayes representing by conference call
Greg Mengarelli, Mayor, City of Prescott, Amy Bonney representing by conference call
Daniel Sharp, Chief, Oro Valley Police Department, Kara Riley representing by conference call
Steve Stahl, Chief, City of Maricopa Police Department

Members Absent:

Joe Brugman, Chief, Safford Police Department
Mark Napier, Pima County Sheriff's Office
Sheila Polk, Yavapai County Attorney

Staff Present:

Andy LeFevre, Executive Director
Marc Peoples, Program Manager
Heather Bohnet, Grant Coordinator
Molly Edwards, Public Information Officer/Legislative Liaison
Kyle Walraven, Project Manager

I. Call to Order and Roll Call

The meeting was called to order by Chairperson David Byers at 1:31 p.m. The roll was taken, and a quorum was declared present.

II. Minutes of the March 15, 2018 Meeting

Chairperson Byers called for any changes or corrections to the minutes. Commissioner Steve Stahl made a motion to approve the minutes of the meeting held on November 8, 2018. The motion was seconded by Gregg Hayes 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 FY20 funding recommendation for a grant allocation in the amount of \$700,000 was presented.

Gregg Hayes entered a motion to recommend to the full Commission, the staff recommendation of the \$700,000 allocation for FY20. The motion was seconded by Commissioner Steve Stahl and was unanimously approved by the Committee.

IV. Criminal Justice Related IT Projects

- Protection Order Update

Kyle Walraven, Project Manager, provided an update of project deliverables and milestones for the Order of Protection and Injunction against Harassment (OP/IAH) project. Discussion was held on the completion percentage of project deliverables and milestones and potential helpdesk functions when the system goes live.

- **NICS-Information and Indictments**

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided a review of the NICS Information and Indictment disclosure issue that was discussed at the NICS Task Force meeting. Discussion was held on the Indictment Disclosure statute and who could disclose that a grand jury sealed indictment exists for purposes of a NICS check to purchase a firearm. Next steps for this issue include discussions with APAAC.

- **Conditions of Release Update**

Kyle Walraven, Project Manager, provided an update on the progress of the Conditions of Release Project. Next steps of the project include scheduling the initial workgroup meeting in mid-March.

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 2:35 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 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY21 Full Service Forensic Crime Laboratory grant proposal and allocations

TO: Chairperson and Committee Members

FROM: Candice Millsap, Grant Coordinator
CJ System Improvement Program

RECOMMENDATION:

The Information Technology, and Systems Improvement Committee recommends to the Commission the approval of the Full Service Forensic Crime Laboratory grant allocations for FY21 in the amount of \$500,000 as outlined in the attached table for FY21 grant program cycle of July 1, 2020 through June 30, 2021.

DISCUSSION:

Arizona Revised Statute 41-2421, commonly referred to as "Fill the Gap" directs the monies collected pursuant to section 12-116.01, subsection B shall be allocated in part to the Arizona Criminal Justice Commission for distribution to state, county and municipal law enforcement full-service forensic crime laboratories pursuant to rules adopted by the Arizona Criminal Justice Commission.

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 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Criminal Justice Related IT Projects

TO: Chairperson and Committee Members

FROM: Marc Peoples, Program Manager
CJ System Improvement Program

RECOMMENDATION:

Information Only

DISCUSSION:

Criminal Justice Related IT Projects:

- Protection Order Update
- Conditions of Release Update
- Victim Notification Update
- NIBRS (National Incident Base Reporting System)

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A