

**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 **Tuesday, February 12, 2019** 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
Mark Napier
Sheila Polk
Daniel Sharp
Greg Mengarelli
Steve Stahl
- II. Minutes of the November 8, 2018 Meeting** **P-F-T**
- Approval of Minutes
- III. Full-Service Forensic Crime Laboratory Grant Program** **Heather Bohnet**
- Review, discussion, consideration and possible action on FY20 Full Service Forensic Crime Laboratory grant proposal and allocations. **P-F-T**

IV. Criminal Justice Related IT Projects Marc Peoples and Kyle Walraven

- NICS – Information and Indictments
- Protection Order Update
- Conditions of Release Update

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.



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

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
February 12, 2019	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the November 08, 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 November 8, 2018.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

Information Technology and Systems Improvement Committee
Minutes
November 8, 2018

A public meeting of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on November 8th, 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
Joe Brugman, Chief, Safford Police Department, by conference call
Frank Milstead, Director, Department of Public Safety, Lt. Timothy Chung representing
Greg Mengarelli, by conference call
Sheila Polk, Yavapai County Attorney
Daniel Sharp, Chief, Oro Valley Police Department, Kara Riley representing
Steve Stahl, Chief, City of Maricopa Police Department

Members Absent:

Mark Napier, Pima County Sheriff's Office

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 1:32 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 Sheila Polk made a motion to approve the minutes of the meeting held on March 15, 2018. The motion was seconded by Lt. Timothy Chung and was unanimously approved by the Committee.

III. Update on Current CJ Systems Improvement Projects

A. Orders of Protection

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

Regular meetings have been held with the Administrative Office of the Courts. The plan is to have the Interface Control Document completed for courts by January of 2019 and to pilot with Glendale City Court in July of 2019. ACJC will contact law enforcement agencies to determine who has computer terminals in their vehicles, if they have the ability to print from their vehicles, and what record management systems are in use. ACJC will also contact all courts to determine who serves the Court's Orders. A call will be set up with NCIC to discuss validation of the Orders.

B. Juvenile Delinquencies and NICS

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided a background on the juveniles adjudicated as a felon, who are prohibited possessors, who are not being reported to NICS. The issue was brought to the Arizona Judicial Council and discussion was held to go forward to put a process in place to send this information to NICS. The statute related to the juvenile prohibition is A.R.S. 13-1904 (H). Discussion was held regarding a cleanup bill for this policy.

C. Arizona Disposition Reporting System (ADRS)

Marc Peoples, Criminal Justice Systems Improvement Program Manager, provided an update on the progress of the ADRS implementation projects. Currently four (4) county prosecutor offices are implementing the ADRS XML feed into their case management system. Navajo County, Maricopa County, Yavapai County, and Apache County have been successful in sending information to DPS and receiving the information. Discussion was held on current issues the 4 counties are experiencing. Resources have been allocated to DPS to improve the ADRS infrastructure. Funding has been provided by the Governor's Office to implement ADRS in all county attorney offices. These offices will be implemented in a phased approach.

D. Mobile Fingerprinting (2FID)

Heather Bohnet, Criminal Justice Systems Improvement Grant Coordinator, provided an update on the progress of Mobile Fingerprinting project. Phase I has been completed, and devices have been implemented in all 13 AJACS Courts and Maricopa County Superior Court. Pima County did not participate, and Santa Cruz, Coconino and La Paz County Superior Courts are not currently utilizing the devices. The project is currently planning for Phase II, to verify that an individual has been fingerprinted for charges they are being sentenced for.

E. Conditions of Release

Marc Peoples, Criminal Justice Systems Improvement Program Manager, reported on the Conditions of Release project. A meeting was recently held with the presiding judges and findings of a study done by the Administrative Office of the Courts, Adult Probation were presented. This study determined that electronic sharing of conditions with law enforcement is feasible. Next steps of this project are to look at the policies and standardization of the Release Order form and to create a workgroup to identify gaps in the system. Discussion was held on the enforcement of Conditions of Release.

IV. Call to the Public

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

V. 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,

A handwritten signature in black ink, appearing to read "Andrew T. LeFevre". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

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

Action Requested:	Type of Action Requested:	Subject:
February 12, 2019	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY20 Full Service Forensic Crime Laboratory grant proposal and allocations

TO: Chairperson and Committee Members

FROM: Heather Bohnet, 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 FY20 in the amount of \$700,000 as outlined in the attached table for FY20 grant program cycle of July 1, 2019 through June 30, 2020.

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 12, 2019	<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:

- NICS – Information and Indictments
- Order of Protection Update
- Conditions of Release Update

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A