

**NOTICE OF PUBLIC MEETING  
OF THE TECHNICAL TEAM  
OF THE  
INFORMATION TECHNOLOGY AND SYSTEMS IMPROVEMENT COMMITTEE  
AND  
AGENDA**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **Technical Team of the Information Technology and Systems Improvement Committee** of the Arizona Criminal Justice Commission and to the general public that the **Technical Team** will hold a meeting open to the public on **Thursday, June 22, 2017** beginning at **2:00 p.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 250, Phoenix, Arizona 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**

**II. Minutes of the June 21, 2016, Meeting**

- Approval of Minutes

**P-F-T**

**III. eCitation Demonstration**

**Representative from Thin Blue Line**

- Webinar demonstration of Oro Valley Police Department's eCitation application for iPad tablets.

**Info**

**IV. Policy Team Update**

**Marc Peoples**

**Info**

- Update provided on the current projects.

**V. Call to the Public**

Those wishing to address the Technical Team 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 Technical Team meeting takes place on **Thursday, October 19, 2017**, at **2:00 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

**VII. Adjournment**

A copy of the agenda background material provided to Technical Team 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.

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

**Request for Technical Team Action**

Action Requested:	Type of Action Requested:	Subject:
June 22, 2017	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the June 21, 2016 Meeting

**TO:** Technical Team Members

**FROM:** Chairperson

**RECOMMENDATION:**

The Technical Team members approve the minutes of the Technical Team Meeting held on June 21, 2016.

**DISCUSSION:**

N/A

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table

**Technical Team of the Information Technology and Systems Improvement Committee**  
**Minutes**  
**June 21, 2016**

A public meeting of the Technical Team of the Information Technology and Systems Improvement Committee of the Arizona Criminal Justice Commission was convened on June 21, 2016, at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

**Members Present:**

Roger Baune, Department of Public Safety  
Tom Gendron, Maricopa ICJIS, Steve Ballance representing  
Robert Horton, Scottsdale Police Department  
Brian Hunt, Yavapai County Sheriff's Office  
John Merritt, Pima County Attorney's Office, by conference call  
Jonathan Rodriguez, Coconino County Sheriff's Office, by conference call  
Robert Roll, Administrative Office of the Courts  
Sky Southwell, Maricopa County Attorney's Office

**Members Absent:**

John Baird, Pima County Superior Court  
Bruce Byron, Maricopa County Sheriff's Office

**Staff Participating:**

Peter Henning, Electronic and Technology Program Manager  
Marc Peoples, Criminal Justice Systems Improvement Program Manager  
Wendy Boyle, Executive Secretary

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

The meeting was called to order by Peter Henning, Electronic and Technology Program Manager at 11:00 a.m. The roll was taken, and a quorum was declared present.

**II. Election of a Chairperson to the Technical Team**

Mr. Henning stated former Chairperson Joe Sweeney resigned his position from the Pima County Juvenile Court and Chairperson to the Technical Team last year and as a result, the election of a Chairperson to the Technical Team needed to be conducted. Mr. Henning thanked Mr. Sweeney for chairing over the Technical Team. Robert Roll expressed interest in serving as Chairperson of the Technical Team, and there were no other nominations given.

Sky Southwell entered a motion to elect Robert Roll as Chairperson of the Technical Team. The motion was seconded by Roger Baune and was unanimously approved by the Technical Team. Newly elected Chairperson Robert Roll conducted the remainder of the meeting.

**III. Approval of the Minutes for April 3, 2014, Meeting and October 2, 2014, Meeting**

Chairperson Roll called for a motion on the minutes. Brian Hunt entered a motion to approve the minutes of April 3, 2014, meeting and October 2, 2014, meeting. The motion was seconded by Designee Steve Ballance and was unanimously approved by the Technical Team.

**IV. Policy Team Update**

Mr. Peoples reviewed the vision and goals of the Criminal Justice Records Improvement Strategy. The first Goal requires the automation of information sharing and promoting the improvement of the criminal records; Goal II is to enhance information sharing across jurisdictional boundaries. Mr. Peoples provided an overview of the priorities in FY2015.

- **The continuation of activities supporting the funding through the Arizona National Instant Criminal Background Check System (NICS) Records Improvement Plan** is the NICS Task Force. The group looks at criminal records and gaps as it relates to firearms and ensures that individuals with a criminal history are not able to purchase guns. The group meets quarterly, and the next meeting is scheduled for July 12.
- **Criminal eFiling** is a prototype funded through the Administrative Office of the Courts (AOC) to prove that an electronic criminal court case filing process is possible. The group is finalizing the requirements, completing the XML and there will be a system analysis document prepared to explain the statewide e-filing system from the prosecutor to the court.

- **The Failure to Appear** project is completed and involved HB 2154 where two statutes were combined into one to clear up the confusion for failure to appear warrants; this will alleviate the open dispositions within the disposition process.
- **Development of Historical Warrant Repository** is funded by DPS and will track squashed and clear warrants within the system. The Policy Team discussed having the JWI query tied to the database.
- **The 2FID mobile fingerprint pilot** project is complete. The project ran in Maricopa County Superior Court and Pinal County Superior Court that tested two mobile fingerprinting devices. The findings found that the biometric technology will work in the courtroom environment and could be validated by a print technician. Maricopa County Superior Court completed the request for proposal (RFP), the vendor; Cross Match won the bid for the device; then ACJC awarded a contract to AOC to purchase the devices.
- **The e-Warrants Proof of Concept.** This project is a pilot initiative working with AOC, Coconino County Sheriff's Office and Flagstaff Municipal Court that ended June 30, 2016. Since March 2016, Microsoft Dynamics CRM tool was tested as a pilot for a system to use on e-warrants. The group learned that because it is part of an enterprise package of Microsoft, it would require a license for each end user making it costly. The next phase will be a breakdown work cost and structure to build a product using the similar technology to host the technology in house.
- **eCitation Implementation in all jurisdictions.** There has not been much work done in the eCitation arena. Most agencies have already started eCitation, so there are no written paper tickets. Brian Hunt commented that some are using eCitation, but most rural counties are still writing paper tickets. For eCitation to work in rural county sheriff's offices within a larger square mile jurisdiction with no sharing of equipment, there would have to be cooperation of all the courts.
- **Synchronization with Probation Project** is in progress. Mr. Peoples met with all the Chief Probation Officers and gathered information on the technology needs for Adult Probation. The takeaways included having a JWI query public access, alerts for supervised attempts to purchase weapons/firearms, and a warning if a probationer comes in contact with law enforcement or tribal police. The research will begin for locating funds for one or two of the initiatives within Adult Probation.
- **JWI Data Source Sharing** is in progress. A meeting was held with DPS, and it was learned that DPS purchased a limited statewide license for JWI, and Maricopa County provides JWI to agencies with certain infrastructure costs. Mr. Peoples stated the project is looking at how JWI gathers and shares information so it can leverage across the criminal justice platform to incorporate into the planning of the strategy for 2018-2023.

**The ADRS multi-disciplinary outreach and training** is in progress. Mr. Peoples pointed out that the ADRS use across Arizona increased to 33.8 percent in disposition charges, and all counties are using some form of ADRS. There are both XML and internet based browser connections available.

Mr. Peoples gave an update on the funded grants supporting the CJ System strategy for the federal fiscal year 2016 and discussed some of the projects.

- **NICS** was awarded the funding request of \$1.7M. The funds went to the **Missing Fingerprint and Conditions of Release analysis; Orders of Protection System; Gap Initiative; and the Automation of Missing Dispositions.** The grant application for National Criminal History Improvement Program (NCHIP), totaling \$1.3 million, funds the **e-Warrant Expansion Phase II, the Missing Disposition Backlog Project, Police Data Sharing Project, the Live Scan Machine Project, Criminal History Record Automation, and the AZ Automated Fingerprint Identification System (AFIS) equipment.**
- **The Missing Fingerprint Research** project was discussed. The research began with the Arizona Department of Corrections (ADC) GAP Program where an inmate has no criminal history. In the Superior Court GAP Program, the case is adjudicated, and there is no fingerprint presented for charges in criminal history. A sampling statistic from 2015 showed 1,071 of missing fingerprints over 12 months in the Superior Court GAP from Maricopa and Pima Superior Court. Site visits took place in Pinal County in April and Cochise County in May, for both meetings with the sheriffs. The outcome of the gaps revealed some examples that included a remand of a juvenile to custody as an adult, refusal of a convicted offender for a fingerprint, and a private prison offense charge. The next steps are looking at the impact of HB 2154, coordinating a stakeholder meeting in Pinal County, holding some prosecutorial training and preparing a final report for recommendations from the Missing Fingerprint Analysis Project.

- The **Conditions of Release related to firearms** initiative is available to law enforcement and reportable to NICS. Site visits took place in four counties that included Pima, Graham, Yavapai, and Maricopa, as well as the City of Tucson to study how each jurisdiction captured conditions of release. The initial findings showed law enforcement almost never enforces the conditions of release; there are differences in the handling of the release conditions in the courts, and there is no statewide standard for capturing the conditions of release. The next steps are identifying the data requirements, developing a single standardized data model and preparing a final report for recommendations by the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2017.

Mr. Peoples discussed the funded Strategy Goals/Activities for 2017.

- **The Orders of Protection System** process and analysis will be the focus for the NICS task force. They will review the timeframe of the issuance and to serve an order protection; making it visible to both law enforcement and the NICS systems to prevent the purchase of a firearm. For the Automation of Missing Dispositions, this continues to be missed all over the state as there is paper colored coded dispositions not completed from previous years. There is also funding for backlog dispositions, criminal history records, livescan machines, and AFIS equipment.
- There was a discussion on the expansion of the livescan machines for the booking agencies. The Technical Team discussed there needs to be significant progress for funding assistance to facilitate the development of interfaces in the jail management systems and the livescan to eliminate the data entry from the disparate system; otherwise, there will continue to perpetuate the gaps or nonexistent records. Mr. Peoples reiterated on why the framework of the strategy must be established to look at the needs of the state from 2018-2023 to solve the key issues.

#### V. Call to the Public

Chairperson Roll made a call to the public. No members of the public addressed the Technical Team.

#### VI. Date, Time, and Location of Next Meeting

The next Technical Team meeting will be held on **Thursday, August 25, 2016, at 2:00 p.m.** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

#### VII. Adjournment

The meeting was adjourned at 12:15 p.m.

Respectfully submitted,



Andrew T. LeFevre  
Executive Director

Audio recording is available upon request.



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**Request for Technical Team Action**

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June 22, 2017	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	eCitation Demonstration

**TO:** Chairperson and Technical Team Members

**FROM:** Representative from Thin Blue Line

**RECOMMENDATION:**

Information Only

**DISCUSSION:**

Webinar demonstration of Oro Valley Police Department's eCitation application for iPad tablets.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

# IV

**TECHNICAL TEAM  
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**Request for Technical Team Action**

Action Requested:	Type of Action Requested:	Subject:
June 22, 2017	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Policy Team Update

**TO:** Chairperson and Technical Team Members

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

**RECOMMENDATION:**

Information Only

**DISCUSSION:**

Update will be provided on the current projects and the future direction of projects with the Policy Team.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A