

000334 **1998 ANNUAL REPORT**
In Compliance with Minnesota Statute 299C.65, subd. 2

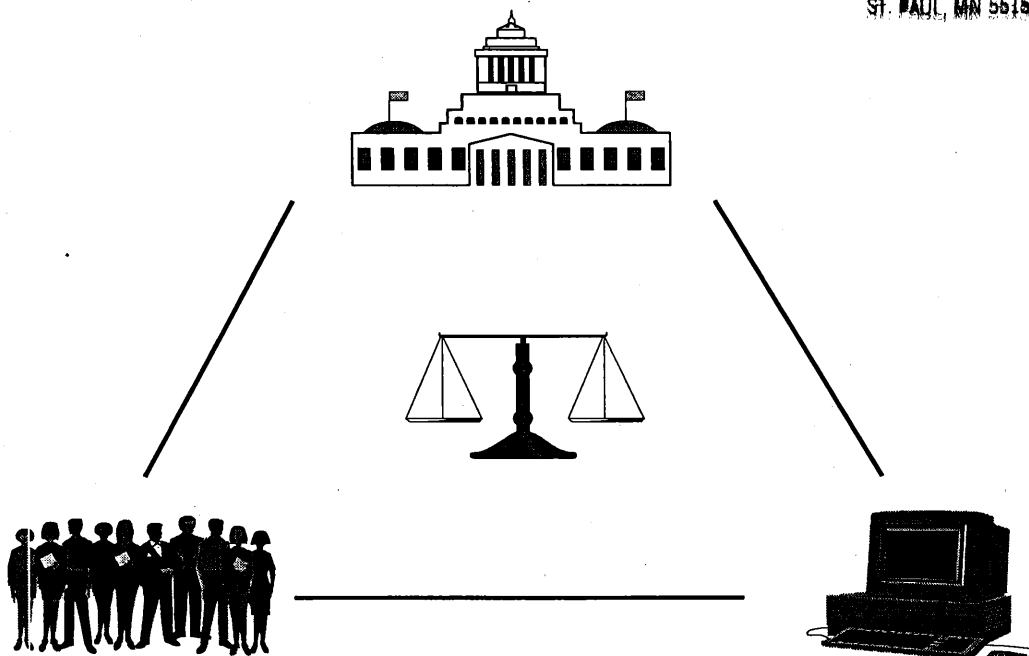
Criminal and Juvenile Justice Information Policy Group

December 1998

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Criminal & Juvenile Justice Information Policy Group:

Chair, Minnesota Sentencing Guidelines Commission
Commissioner, Minnesota Department of Public Safety
Commissioner, Minnesota Department of Corrections
State Court Administrator, Minnesota Supreme Court

Minn. Stat. 299C.65

1993 Minn. Laws Chap. 266
Sec. 33 Subd. 3

INTRODUCTION

This report is submitted to the Minnesota Legislature, Governor, and Supreme Court in compliance with Minnesota Statute 299C.65, subd. 2. It contains recommendations concerning appropriations needed to ensure that criminal justice information systems operate accurately and efficiently. It also contains a comprehensive overview of completed, current, and future cross-agency criminal justice projects.

RECOMMENDATIONS FOR APPROPRIATIONS:

The Criminal & Juvenile Justice Information Policy Group ("Policy Group"), formed under the direction of Minnesota Statute 299C.65, subd. 1, hereby recommends that the following criminal justice information system projects be funded for implementation during the 2000-2001 biennium:

- **Decision Support System - Phase II** (Amount Requested: \$ 1.6 M)

This project will complete Phase II of the Decision Support System Project, which includes laying the foundation to make detail-level financial (fine and fee), sanction, and outcome data available to the criminal justice community via a data warehouse. It will include the definition of the data warehouse structure and initial loading of data from appropriate systems and making such data accessible and understandable to the community. It will interface with existing and new criminal justice agency systems and will coordinate with the new probation/jail system, currently under development. This project will be conducted in a manner that respects organizational and community values, which include: policy development and evaluation, institutional accountability, and cross-agency management, all based on accurate, reliable community data. Project stakeholders include local, state, and federal criminal justice agencies, the legislature, and the public.

This project will aid policy development and evaluation, decision making, and agency management within the criminal justice community by expanding the availability of cross-agency policy-making and management information. It provides the opportunity to set standards for local system development and extend progress made during Phase I of this project. It involves little risk other than limited resources and technology change, because it involves the expansion of the Data Warehouse developed during the 1998-99 biennium. However, it will be constrained by existing operational systems, business practices, and data policy.

The development phase will span four years (FY2000-2003), requiring additional funds next biennium. The operations phase will begin early in the development phase (FY2000) and continue through the project's life cycle. The modification phase is expected to begin next biennium as a result of changes in business practices and related criminal justice information systems.

- **Statewide Criminal Justice Network Upgrade** (Amount Requested: \$ 11.6 M)

This funding request is for the development, implementation, and support of a statewide routed network for the support of the Criminal Justice Information System. This project will develop and implement a statewide routed network for the support of the Criminal Justice Information System (CJIS) utilizing the MNET backbone. It also provides the means by which local and state criminal justice agencies can upgrade their interface with the CJIS and increase connectivity between local, state, and federal justice systems. This request identifies three positions to implement the network, provide support to local criminal justice agencies and manage the network. The project effort will consider all business processes, issues, and activities surrounding the incremental move to a routed network, including the financial and technical impact on local CJ agencies. It will be conducted in a manner that respects organizational and community values, which include: complete, accurate, and timely data; system security; data policy; and statewide integration of criminal justice systems. Project stakeholders include local, state, and federal justice agencies, the legislature, and the public.

The current Criminal Justice Data Network (CJDN) is based on an old technology that is difficult to support and interface with and in many cases will not support new technologies and capabilities such as images. NCIC 2000 and IAFIS require the transmission of information over routed network technologies. NCIC 2000 will provide the capability to transmit digitized images i.e., DL photos, mug shots, scars, marks and tattoos. IAFIS will provide the means to transmit arrest fingerprints to the FBI for immediate nationwide technical search with results returned to the booking agency within two hours. The legislature has provided funding for devices that electronically capture fingerprints at the booking agencies, which is a critical piece of this goal. This cannot be done over the current CJDN. It is very costly for many agencies to try and develop interfaces using the older SNA technology, as many vendors no longer support it. A routed network lays the infrastructure to expand the access to criminal justice information databases, increase the connectivity between criminal justice systems, and provide the communication piece for the statewide integration of criminal justice systems. The newer technology also provides for a more stable network with increase operational up time. This will provide improved system/network stability enhancing both officer and public safety.

- **Sentencing Guidelines Worksheet** (Amount Requested: \$ 0.2 M)

This project will provide an electronic means of transferring the Sentencing Worksheet information from local probation officers to the Sentencing Guidelines Commission and creating and recreating printed copies of original or updated worksheet information. It also will provide a means for current, accurate Sentencing Worksheet data to be electronically shared amongst probation agents, Sentencing Guidelines Commission staff, prosecutors, defense attorneys, judges, and the Department of Corrections. The project effort will consider all business processes and activities surrounding Sentencing Worksheets and the exchange of sentencing information and will interface and be compatible with existing and new probation systems. It will be conducted in a manner that respects organizational and community values, which include: complete, accurate data; correct application of the Sentencing Guidelines; and timeliness. Project stakeholders include local, state, and federal criminal justice agencies, the legislature, and the public.

This project will reduce the time required for probation officers and Sentencing Guidelines Commission staff to process the Sentencing Worksheet by eliminating the manual process. It also will improve the delivery of sentencing practice information to the legislature, criminal justice agencies, and the public for purposes including prison population projections, impact analysis for legislature of proposed bills on sentencing, and recognizing guideline problems and options for changes. Project risks are minimal beyond the fact that some local agency systems may require modifications to integrate with a centralized database solution and a secondary solution may be required.

OVERVIEW OF COMPLETED, CURRENT, AND FUTURE CROSS-AGENCY PROJECTS:

Since 1993 the Policy Group has been working toward the completion of a large number of cross-agency projects designed to improve the overall accuracy, efficiency, and interoperability of the Minnesota Criminal Justice System. These projects are complex and interconnected, and contain phases that extend over many funding years. The Policy Group's Master Project Plan is attached to properly present project statuses in the context of the overall collaboration effort.

List of Projects. The Master Project Plan's Table of Contents contains the entire list of criminal collaboration projects, with reference to specific page numbers. The list is organized into five categories:

- Identification System Projects
- System Improvement & Expansion Projects
- New Operational System Projects
- Policy/Access Framework Projects
- New Initiatives

Background Information. Pages 1 and 2 of the Master Project Plan contain background information on the Policy Group and its directives regarding cross-agency collaboration projects.

Project Detail & Statuses. Pages 3 through 13 contain project descriptions and statuses, including start dates, current completion percentages, estimated due dates, and completion dates. All projects or project phases that were or will be completed by the end of FY98 are highlighted in yellow (on black and white copies, these projects will appear gray in color).

ATTACHMENTS:

Master Project Plan: Information Technology Projects for the Criminal & Juvenile Justice Community
(December 30, 1998)

Master Project Plan

Information Technology Projects for the Criminal & Juvenile Justice Community

Revised
December 29, 1998

Prepared by:

The Criminal & Juvenile Justice Information Data Group:

Karen Buskey, Supreme Court, RITO

Deb Dailey, Sentencing Guidelines Commission

Dale Good, Supreme Court, RITO

Karen McDonald, Department of Public Safety, BCA

Dan Storkamp, Department of Corrections

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INTRODUCTION

The projects described in this plan are information technology projects designed to benefit the Minnesota criminal and juvenile justice community. They share a common goal: *the timely, accurate collection and dissemination of statewide criminal justice data for use by the criminal and juvenile justice community*. More specifically, they strive for improvements in data collection and storage, and data distribution to state, county, district, and local agencies that require such data to effectively perform their duties.

These projects are considered high priority by the criminal justice community. They are funded by the Minnesota Legislature and directed by the Criminal & Juvenile Justice Information Policy Group ("Policy Group"), which includes, by statute, the following:

Commissioner of Public Safety
State Court Administrator
Chair of the Sentencing Guidelines Commission
Commissioner of Corrections

(See Minnesota Statute Section 299C.65.)

This project plan and the individual projects are managed by the Criminal & Juvenile Justice Information Data Group, which is comprised of operational managers who report to the Policy Group:

Karen Buskey, Supreme Court, RITO
Deb Dailey, Sentencing Guidelines Commission
Dale Good, Supreme Court, RITO
Karen McDonald, Department of Public Safety, BCA
Dan Storkamp, Department of Corrections

The Policy Group and Data Group rely on a Task Force of criminal justice practitioners and public members to determine business needs and set direction for these projects. (See Minnesota Statute Section 299C.65.)

Minnesota Statute Section 299C.65 directs the Policy Group to study and make recommendations regarding:

- 1) a framework for integrated criminal justice information systems, including a community data model for the state, county, and local information;
- 2) the responsibilities of each entity within the criminal and juvenile justice systems concerning the collection, maintenance, dissemination, and sharing of criminal justice information with one another;
- 3) actions necessary to ensure that information maintained in the criminal justice information systems is accurate and up to date;

- 4) the development of an information system containing criminal justice information on gross misdemeanor level and felony level juvenile offenses that is part of the integrated criminal justice information system framework;
- 5) the development of an information system containing criminal justice information on misdemeanor arrest, prosecutions, and convictions that is part of the integrated criminal justice information system framework;
- 6) comprehensive training programs and requirements for all individuals in criminal justice agencies to ensure the quality and accuracy of information in those systems;
- 7) continuing education requirements for individuals in criminal justice agencies who are responsible for the collection, maintenance, dissemination, and sharing of criminal justice data;
- 8) a periodic audit process to ensure the quality and accuracy of information contained in the criminal justice information systems;
- 9) the equipment, training, and funding needs of the state and local agencies that participate in the criminal justice information systems;
- 10) the impact of integrated criminal justice information systems on individual privacy rights;
- 11) the impact of proposed legislation on the criminal justice system, including any fiscal impact, need for training, changes in information systems, and changes in processes;
- 12) the collection of data on race and ethnicity in criminal justice information systems;
- 13) the development of a tracking system for domestic abuse orders for protection;
- 14) processes for expungement, correction of inaccurate records, destruction of records, and other matters relating to the privacy interests of individuals; and
- 15) the development of a database for extended jurisdiction juvenile records and whether the records should be public or private and how long they should be retained.

To help support criminal justice community projects and provide training, auditing, and community education, the Policy Group created the TRACE Criminal Justice Community Information Training Group. TRACE is a team of criminal justice trainers from the four state agencies who work together to improve the quality of criminal justice information and services in Minnesota. Using a team approach, the trainers provide education, training, consulting, and auditing programs to assure the quality and consistency of information available to the entire criminal justice community. They also attend Task Force meetings and participate and facilitate Task Force sub-committees and initiatives.

OVERVIEW OF PROJECTS

The following projects, listed by category, are currently being managed by the Criminal & Juvenile Justice Information Data Group, under the direction of the Criminal & Juvenile Justice Information Policy Group:

I. Identification System Projects

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM (AFIS) EXPANSION</u> Upgrade the BCA's current MAFIN system to meet increasing usage demands, take advantage of technology advances, and incorporate national standards to assure compatibility with FBI/IAFIS and other state AFIS systems. Data Group Rep: Karen McDonald	July 1996	100%	July 1997	• Completed.
<u>CARDHANDLER – BCA ELECTRONIC INTERFACE</u> Develop a new computer interface to allow the BCA to receive electronic fingerprint card data from law enforcement agencies and link this data to the Computerized Criminal History (CCH) system and AFIS, thereby automating much of the current manual fingerprint card processing. Data Group Rep: Karen McDonald				
PHASE 1: BCA Interface. Acquire and implement hardware and software at the BCA. Interface with CCH and AFIS systems.	Jan 1996	90%	Jan 1999	• Testing CCH interface during December 1998. • Delayed due to long lead time from order to delivery. • Delayed due to shortage of technical staff, hired in second quarter of FY99 and now working toward completion.
PHASE 2: Phase in livescan-cardscan sites.	Jan 1999	0%	Open	
PHASE 3: FBI/IAFIS Interface. Complete the implementation of hardware and software to interface with the FBI/IAFIS.	July 1999	0%	June 2000	

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>LIVESCAN-CARDSCAN FINGERPRINT TECHNOLOGY</u> Identify court and law enforcement requirements for livescan and cardscan equipment, and acquire and install such equipment at certain booking agencies. The new livescan and cardscan equipment will electronically capture fingerprint images and arrest identification data. It will replace the existing process of inking and rolling prints and typing arrest/identification data on fingerprint cards. Data Group Rep: Karen McDonald				
PHASE 1: Includes analysis of agency readiness and volume of work, developing RFP and state contract.	Mar 1995	100%	Aug 1997	<ul style="list-style-type: none"> • Completed.
PHASE 2: Includes purchase and installation of equipment for all sites.	Jan 1997	60%	June 1999	<ul style="list-style-type: none"> • As of 7/1/98, 14 devices delivered throughout the State (including high-volume courts). • Further rollout slowed until completion of Cardhandler. • Additional Federal dollars applied for to address large police departments that do not book all arrests through Sheriff's Office and larger juvenile booking facilities.
PHASE 3: Assist with jail management integration issues.	Mar 1998	35%	Open	<ul style="list-style-type: none"> • Local agencies with livescan equipment will handle own integration issues; agencies yet to install livescan equipment may avail themselves of the generic integration approach offered by state. • Vendor proposal to ease interface issues for law enforcement is under consideration.
TRAINING: Develop a major training initiative to teach participating agencies how to use electronic fingerprint technology.	Aug 1998	N/A	On-going	<ul style="list-style-type: none"> • Ordered livescan equipment to be housed at the BCA for livescan training purposes.

II. System Improvement & Expansion Projects

A. Criminal History Projects

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>COMPUTERIZED CRIMINAL HISTORY (CCH) STANDARDIZATION</u> Standardize the CCH record format to comply with developing national standards and address issues raised by the criminal justice community for readability of records. Data Group Rep: Karen McDonald	Sep 1996	15%	Open	<ul style="list-style-type: none"> • "Interstate Criminal History Transmission specification, Release 1.0" developed, but not yet distributed to states.
<u>CRIMINAL HISTORY SUSPENSE FILE</u> Investigate and identify reasons why court data remains in the Computerized Criminal History (CCH) Suspense File, with the ultimate goal of reducing the suspense file to less than 1% of documents received. Data Group Rep: Karen McDonald				
PHASE 1: Reduce Suspense File.	July 1997	70%	May 1999	<ul style="list-style-type: none"> • Completed rerun of total Suspense File. • Archive data over five years old. • Operating system converted 4/98 (to speed-up file processing). Technical staff hired. • After full file is applied, analysis will be completed of remaining reasons for non-linking (1/99).
PHASE 2: Name query access to Suspense File. This phase will provide access to all data in the Suspense File for criminal justice practitioners.	Open			<ul style="list-style-type: none"> • To begin after the Cardhandler Project is completed, due to staff limitations.

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
JUVENILE CRIMINAL HISTORY Develop a statewide criminal history database, within the Computerized Criminal History (CCH) system, for juveniles prosecuted for felony and gross misdemeanors, including those prosecuted as an Extended Jurisdiction Juvenile. Require the fingerprinting of juveniles at the time of arrest or conviction and the electronic transmission of such fingerprint data to the BCA, in order to create a criminal history record. Data Group Rep: Karen Buskey				
PHASE 1: Modify CCH system to accept juvenile fingerprints and court dispositions, and link all records. Day-forward implementation will be used.	Apr 1995	80%	Oct 1998	<ul style="list-style-type: none"> • Began accepting juvenile prints (1/98). • Court dispositions electronically passed (1/98). • Dispositions linked to prints on test system. • Began production disposition linking (9/98). • Currently studying the feasibility of combining Juvenile Sex Offender data with Juvenile Criminal history data. Not all Sex Offender data backed by fingerprint identification.
PHASE 2: Analysis of juvenile criminal history collection.	Nov 1998		Open	
TRAINING FOR COURTS: Develop a training component to instruct courts on proper data entry procedures for TCIS.	Nov 1997	100%	Dec 1997	• Completed.
TRAINING FOR LAW ENFORCEMENT: Notify law enforcement of juvenile history collection requirements.	Nov 1997	100%	Dec 1997	• Completed.
TRAINING (ON-GOING): Provide on-going training on printing of juveniles and working with juvenile detention facilities.	Open			
PROSECUTION/DIVERSION Improve the quality of certain diversion and prosecution information in the Computerized Criminal History (CCH) system by allowing for the electronic transmission of such information. It will replace the current manual reporting system. Data Group Rep: Karen McDonald	July 1997	30%	Open	<ul style="list-style-type: none"> • Input received from County Attorney Association (CCA). • New forms ordered. • CCA received technology grant for first steps to provide access to all county attorneys.

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<p><u>TARGETED MISDEMEANOR CRIMINAL HISTORY</u></p> <p>Develop a statewide criminal history database, within the Computerized Criminal History (CCH) system, for a subset of misdemeanor offenses, called "targeted misdemeanors." Require fingerprinting of all such offenders at the time of arrest or conviction and the electronic transmission of such fingerprint data to the BCA, in order to create a criminal history record. The "targeted misdemeanors" include: Assault in the Fifth Degree, Domestic Assault, Harassment: Violation of Restraining Order, Interference with Privacy (Stalking), Indecent Exposure, OFP, and DWI violations. This project includes a training initiative. Data Group Rep: Karen Buskey</p>	May 1995	20%	Open	<ul style="list-style-type: none"> • Conceptual and Logical design completed. • Court Statute Table adopted as community standard at 10/98 Task Force Meeting. • Full implementation dependent on completion of livescan deployment and completion of electronic pass of court dispositions. Projected FY'99-00. • Data policy issue on posting all misdemeanors.

B. Other System Improvement & Expansion Projects

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>BIG PICTURE TRAINING</u> Provide a training overview of criminal justice systems in Minnesota, with an emphasis on the interconnectedness of systems and the negative effect of missing data on vital information, such as the criminal history record. The training stresses the importance of accuracy, completeness, and timeliness of data and helps individuals understand the importance of their role in providing data to the system. It includes updates on new and changing criminal justice systems. Data Group Rep: Deb Dailey				
PHASE 1: Conduct the first series of Big Picture training classes.	Aug 1995	100%	July 1997	• Completed.
PHASE 2: Conduct the second series of Big Picture Follow-up training classes.	Jan 1996	100%	May 1998	• Completed.
PHASE 3: Develop a training class assessment process and network of individuals within the Criminal Justice System that can be used, over time, to obtain input regarding training class content.	May 1998	90%	Dec 1998	• Refined and finalized the survey instrument and response grid.
PHASE 4: Conduct a training class assessment, including pilot survey.	Jan 1999	0%	Feb 1999	
PHASE 5: Conduct the third series of training classes.	Mar 1999	0%	On-going	
<u>PROSECUTOR TRAINING</u> Develop and present a training program and materials for prosecutors. It will cover: 1) an overview of Criminal Justice system dependencies on law enforcement fingerprint cards; 2) correct and timely entries in the Computerized Criminal History (CCH) system; 3) the criminal complaint process; and 4) MOC codes and legislative updates. Data Group Rep: Karen Buskey	1998	35%	June 1999	<ul style="list-style-type: none"> • Procedure Manual is 50% done, with Table of Contents close to finalization. • Training schedule not yet set, but expected to begin in early 1999.
<u>WARRANTS</u> Review various warrant issues that arise in connection with criminal justice information systems. Review the current warrant system and identify its strengths and weaknesses. Consider transferring electronic warrants from courts to the CJIS system and keeping such systems in sync and with standard data elements. Consider ways to reduce the volume of outstanding warrants and eliminate as many nuisance hits as possible. Facilitator: Steve Correll; Data Group Rep: Dale Good	July 1998	2%	Open	<ul style="list-style-type: none"> • Likely candidate for consideration in the Hennepin County Justice System integration project.

III. New Operational System Projects

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>GANG FILE</u> Create a statewide pointer system for gang and gang member identification, according to legislative criteria. Data Group Rep: Karen McDonald	July 1997	100%	Feb 1998	• Completed.
<u>JAIL</u> Provide an operational and policy database to track information on individuals in jail. Data from this system will populate the Criminal Justice Decision Support System, also discussed in this report. Data Group Rep: Dan Storkamp				
PHASE 1: Design.	July 1997	100%	July 1998	• Completed.
PHASE 2: Develop prototype.	July 1999		Open	• Dependent on probation system. • Federal funding will be available in FY99.
PHASE 3: Implement statewide system.	Open			
<u>NATIONAL INSTANT CHECK SYSTEM (NICS)</u> Develop system to comply with the Brady Handgun Violence Prevention Act, Public Law 103-159, dated November 30, 1993, which calls for the implementation of a national instant check of criminal backgrounds for transferees of handguns and long guns, by Nov 30, 1998. Data Group Rep: Karen McDonald				
PHASE 1: Automate the background checks at the state level and develop the interface to the federal segment.	June 1995	60%	Nov 1998	• Federal funding received for creation of single query checking multiple databases. • May develop legislation to synchronize with federal law.
PHASE 2: Automate mental and chemical dependency commitments.	Jan 1999	0%	Open	
PHASE 3: Study feasibility of providing state-level contact for gun clearances.	Nov 1998	0%	Open	• Federal funding applied for to obtain software to analyze multiple responses and produce Yes/No answer concerning eligibility to purchase firearms.

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
ORDERS FOR PROTECTION (OFP) SYSTEM Produce a statewide database to track domestic orders for protection, for use by law enforcement officers, judges, and policy makers. Data Group Rep: Karen Buskey				
PHASE 1: Design, development, and beta testing.	Jan 1995	100%	Jan 1998	• Completed.
PHASE 2: Implement OFP database statewide, with day-forward implementation.	Jan 1998	100%	Dec 1998	<ul style="list-style-type: none"> • Completed. • District courts in all counties populating operational DPS "hot files." • Minnesota OFP data also is available to the NCIC record check system. • Recommendation forwarded to legislature to address service issues.
PHASE 3: Provide on-going maintenance	Jan 1998	N/A	Open	
PHASE 4: Link OFP and CCH and expand types of orders. <ul style="list-style-type: none"> • Improve the interface between TCIS and OFP. • Increase the number of forms being generated by the OFP application. • Incorporate the ability to handle other types of restraining orders in the system. • Establish a link from the OFP system to the BCA domestic abuse convictions. 	Jan 1999	0%	Aug 2001	• Dependent on approval of federal grant application.
PHASE 5: Conduct OFP audit. Review data entry by sheriffs and courts.	Feb 1999			
TRAINING FOR ADVOCATES: Develop and disseminate written information packet for advocates and victims.	Apr 1998	75%	Jan 1999	• Training materials in draft form; review and design expected by January.
TRAINING FOR COURTS: Provide intensive, hands-on training for court staff on how to enter information into and produce reports from the statewide OFP System.	Jan 1998	100%	Dec 1998	• Completed.
TRAINING FOR LAW ENFORCEMENT: Provide information to emergency dispatchers and law enforcement officers on interpreting and responding to Order for Protection Hot File records.	Jan 1998	95%	Dec 1998	<ul style="list-style-type: none"> • Regional and metro area law enforcement sessions have been completed. • Additional requests for training are reviewed and addressed as needed.
TRAINING FOR PROSECUTORS: Assist County Attorney Association in developing a Technical Brief and Train the Trainer presentation. Also provide training to mixed audiences of prosecutors, advocates and law enforcement officers.	May 1998	15%	Open	<ul style="list-style-type: none"> • Developed topical outlines; hired authors and reviewer; first draft expected November 1; final draft due December 1. Final mailing expected in January; followed by a train the trainer program in each district in February.

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
BIG PICTURE TRAINING: Provide follow-up training for sheriffs and courts, if needed.	June 1999			
PROBATION SYSTEM Provide an operational database to maintain basic active and historical probation information about individuals who are or have been under community supervision in the state of Minnesota, such as probation, parole, and supervised release. Use data from this system to populate the Criminal Justice Decision Support System, which is discussed separately in this report. Data Group Rep: Dan Storkamp				
PHASE 1: Design the operational database and related system features.	July 1997	100%	July 1998	• Completed with federal funding.
PHASE 2: Prototype with ProberPlus and one CSTS county.	July 1998	0%	July 1999	• Applied for federal funding to cover one time set up costs.
PHASE 3: Implement the new Probation System statewide.	July 1999		Open	

IV. Policy/Access Framework Projects

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>ARCHITECTURE FOR THE CRIMINAL JUSTICE COMMUNITY</u> Develop a "blueprint" (standards, models, and policies) for all criminal justice agencies to follow when modifying or developing criminal justice information systems. Much of this "blueprint" has been or will be further developed through other projects within this Master Plan; especially Phases of the Integration of County, Municipal, and State Systems Project. Data Group Rep: Dale Good				
PHASE 1: Logical Data Model. Develop a Logical Data Model for later use by criminal justice agencies as they redesign and develop new criminal justice systems.	Mar 1994	100%	June 1995	<ul style="list-style-type: none"> • Completed. • Model being used in current systems development. • Model to be "WEB-enabled."
PHASE 2: Data Model Extension. <ul style="list-style-type: none"> • Denormalize the Logical Data Model • Add more metadata • Bring keys to the physical level 	Open			<ul style="list-style-type: none"> • Underway through phases of the Integration of County, Municipal, and State Systems Project.
PHASE 3: Statute Table. Adopt the court Statute Table as a community standard and integrate in community justice systems. Take "charge" entity in Data Model from the logical to physical level for integration in existing and new systems.	Oct 1998	25%	Aug 1999	<ul style="list-style-type: none"> • Adopted at October 1998 Task Force Meeting.
PHASE 4: Technology Model. Define and publish technology standards, policies, and models for the criminal justice community, to address: <ul style="list-style-type: none"> • Database and network connectivity • Presentation technology • Object oriented design This phase is closely tied to Phase 5.	Jan 1998	85%	Jan 1999	<ul style="list-style-type: none"> • Present for adoption at January 1999 Task Force Meeting. • Draft reviewed at October 1998 Task Force Meeting; circulated for further review; adoption expected in February 1999. • This phase will be furthered by the Statewide Criminal Justice Network Upgrade. • On-going review and modification required.
PHASE 5: Security Policy. Develop a statewide security policy to ensure interoperability while maintaining security in criminal justice information systems and networks. This phase is closely tied to Phase 4.	Jan 1998	10%	Open	<ul style="list-style-type: none"> • This phase will be furthered by the Statewide Criminal Justice Network Upgrade.
PHASE 6: Process Model (Business Area Analysis). <ul style="list-style-type: none"> • Identify processes to be shared across agency boundaries • Process requirements • Identify opportunities for process reengineering. 	Open			<ul style="list-style-type: none"> • Will be completed through phases of the Integration of County, Municipal, and State Systems Project. • Plan to hold small JAD session(s) to identify high-level cross-agency processes.

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
DATA POLICY Address the data policy and practices issues raised by criminal justice projects. Project work may require policy decisions by the Policy Group, changes to agency practices, changes to Court Rules, or action by the legislature. Data Group Rep: Deb Dailey				
SUB-PROJECT 1: Includes data policy decisions surrounding juvenile criminal histories for criminal justice agencies.	Mar 1996	100%	May 1997	• Completed.
SUB-PROJECT 2: Includes data policy decisions surrounding non-criminal justice use of computerized criminal histories.	July 1997	100%	July 1998	• Completed. • On-going monitoring required.
SUB-PROJECT 3: Help develop BCA brochures on "Accessing CCH Records" and "How to Read the CCH Record."	Feb 1998	100%	Oct 1998	• Completed.
SUB-PROJECT 4: Develop process to improve information on "Level of Conviction."	Feb 1998	25%	Open	• Working with Supreme Court Technology Planning Committee to move forward on sentencing judgement forms.
DECISION SUPPORT SYSTEM Provide cross-agency criminal justice policy-making and management information to the criminal justice community. Produce a data warehouse to be populated by various criminal justice operational systems. Data Group Rep: Karen Buskey				
PHASE 1: Criminal & Juvenile Court Data. Design and construct a data warehouse to contain criminal and juvenile court data, populated by court information systems.	July 1997	70%	July 1999	• Juvenile data model is completed. • Live testing being done with Ramsey County. • Began testing of actual county data on Criminal database in October 1998.
PHASE 2: Lay the foundation to make financial, sanction, and outcome data available to the criminal justice community. Define warehouse structure and load available data from various systems, including the new Jail/Probation system. Note: The resulting warehouse data only will be as good as the underlying operational systems; outcome tracking data will be limited.	July 1997	15%	Open	• Funding request submitted to the Office of Technology on October 15, 1998. • Legislative appropriation expected during the 1999 legislative session for project commencement in FY00.
PHASE 3: Includes continuous assessment of data needed to support policy and analysis.	July 2001	N/A	Open	• Staff resources currently not available.

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>INTEGRATION OF COUNTY, MUNICIPAL, AND STATE SYSTEMS</u> Work toward the integration of county, municipal, and state criminal justice systems. Utilize the architecture "blueprint" developed in the Criminal Justice Information Architecture Project. Each phase of this project will address the integration of specific systems. Data Group Rep: Dale Good				
PHASE 1: Upgrade the LEMS message switch to support migration toward a routed CJIS network.	July 1997	100%	Aug 1998	<ul style="list-style-type: none"> • Completed.
PHASE 2: Pursue the concept of an integrated "CJIS workstation" (one desktop computer to provide access to all criminal justice information) to improve availability of critical information to practitioners in the criminal justice system. <ul style="list-style-type: none"> • Court pilot access to Public Safety data • Pilot DataMax client software to access criminal justice information • Request funds for Statewide Criminal Justice Network Upgrade Project 	July 1997	90%	Apr 1999	<ul style="list-style-type: none"> • Court pilot access to Public Safety underway; to be completed by mid-January 1999. • DataMax underway. • Request for Statewide Criminal Justice Network Upgrade funding is completed; awaiting legislative action.
PHASE 3: Implement Network Security	Mar 1998	10%	Open	<ul style="list-style-type: none"> • High-level work has been completed by Hennepin CJCC and state IT workers. • Completion is dependent upon the completion of the Technology Model under the Architecture project and the funding and completion of the statewide criminal justice data network upgrade.
PHASE 4: Hennepin County Justice System Integration <ul style="list-style-type: none"> • Develop the information integration plan • Review and implement the plan 	Jan 1998	5%	Open	<ul style="list-style-type: none"> • RFP issued by the Hennepin County Criminal Justice Coordination Committee (CJCC). • Minnesota Heals supports the project, the RFP, and the legislation being drafted to fund and support the project and a Hennepin County Justice Integration Public/Private Partnership.

V. New Initiatives

Projects, Phases, & Training	Start Date	Percent Done	Due Date	Status
<u>DECISION SUPPORT SYSTEM – PHASE II</u> Provide cross-agency criminal justice policy-making and management information to the criminal justice community. Produce a data warehouse that will be populated by various criminal justice operational systems. Data Group Rep: Karen Buskey	July 1999	5%	Open	<ul style="list-style-type: none"> • Funding request submitted to the Office of Technology on October 15, 1998. • Legislative appropriation expected during the 1999 legislative session for project commencement in FY00.
<u>STATEWIDE CRIMINAL JUSTICE NETWORK UPGRADE</u> Upgrade the criminal justice network infrastructure to prepare for the integration of all local, state, and federal criminal justice systems. Provide enhanced capabilities to all criminal justice users, and allow for improved access of information between state and local agencies. Deliver digitized fingerprint images from the field to the state and allow the state to pass electronic fingerprint images to the FBI. Data Group Rep: Karen McDonald	Open			<ul style="list-style-type: none"> • Funding request submitted to the Office of Technology on October 15, 1998. • Legislative appropriation expected during the 1999 legislative session for project commencement in FY00.
<u>SENTENCING GUIDELINES WORKSHEET</u> Provide an electronic means of transferring the Sentencing Worksheet from local probation officers to the Sentencing Guidelines Commission. Provide a means for current, accurate Sentencing Worksheet data to be electronically shared amongst probation agents, Sentencing Guidelines Commission staff, prosecutors, defense attorneys, judges, and the Department of Corrections. Data Group Rep: Deb Dailey	Open			<ul style="list-style-type: none"> • Funding request submitted to the Office of Technology on October 15, 1998. • Legislative appropriation expected during the 1999 legislative session for project commencement in FY00.

FUNDING ISSUES

The following table identifies funding issues for each project in this plan. Note: The funding issue codes may apply to individual project phases, which are explained in more detail in the pages that follow.

Projects	Funding Issue Code ¹
I. Identification System Projects	
Automated Fingerprint Identification System (AFIS) Expansion	None
Cardhandler – BCA Electronic Interface	2
Livescan – Cardscan Fingerprint Technology	1, 2, 5
II. System Improvement & Expansion Projects	
A. Criminal History Projects	
Computerized Criminal History (CCH) Standardization	None
Criminal History Suspense File	2
Juvenile Criminal History	1, 2
Prosecution/Diversions	1, 2
Targeted Misdemeanor Criminal History	1, 2
B. Other System Improvement & Expansion Projects	
Big Picture Training	None
Prosecutor Training	None
Warrants	6
III. New Operational System Projects	
Gang File	None
Jail	1, 2, 6
National Instant Check System (NICS)	5
Orders For Protection (OFP) System	1, 2
Probation System	1, 2, 6
IV. Policy/Access Framework Projects	
Architecture for the Criminal Justice Community	1, 2, 6
Data Policy	6
Decision Support System	1, 2, 3
Integration of County, Municipal, and State Systems	1, 2, 6
V. New Initiatives	
Decision Support System-Phase II	7
Statewide Criminal Justice Network Upgrade	7
Sentencing Guidelines Worksheet	7

¹ None – No funding issues.

1 – Under funded.

2 – Delayed due to second year funding of technical positions.

3 – Additional state funding needed.

4 – Additional local funding needed.

5 – Additional federal funding needed.

6 – Likely to be funding issues, but uncertain at this time.

7 – New state funding

SUMMARY:
LEGISLATIVE REQUESTS OF THE CRIMINAL JUSTICE POLICY GROUP
AND RESULTING APPROPRIATIONS

	Purpose of Request	Amount Requested	Amount Appropriated
FY95	Conceptual design for: Juvenile Criminal History Orders for Protection Targeted Misdemeanors Criminal History	\$ 0.5 M	\$ 0.5 M
Biennium 1996-97	Complete the design, programming, & implementation for: Juvenile Criminal History Orders for Protection Targeted Misdemeanors Criminal History Staff for data model administration. Fingerprint Capture Technology for law enforcement booking locations and selected court locations. Matching funds for federal grant dollars for the improvement of criminal justice records.	\$ 4.7 M	\$ 1.1 M
Biennium 1998-99	Hardware for the following projects: Fingerprint Capture Technology CJIS Message Switch Software design and/or development for the following projects: Architecture Standards Access/Integration of Criminal Justice Systems Decision Support System Probation/Jail Prosecution/Diversion Technical staff to implement and support the above referenced systems and other systems and projects, including: Juvenile Criminal History Orders for Protection Targeted Misdemeanors Criminal History	\$ 11.3 M	\$ 6.358 M, distributed as follows: FY98: \$ 3.54 M FY99: \$2.818 M Technical staff funding deferred until second year.
Biennium 2000-01	Decision Support System – Phase II Sentencing Guidelines Worksheet Statewide Criminal Justice Network Upgrade	\$ 13.4 M	