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CriMNet Program Goals
and
Performance Measurement
Progress Report

Laws of Minnesota 2001, First Special Session,
Chapter 10, Article 1, Section 12, Subd. 3(b):

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Introduction & Background

An excerpt from the CriMNet Executive Summary, September 2000:

"**CriMNet** is an enterprise architecture for criminal and juvenile justice information integration. The enterprise architecture consists of five individual models that, together, serve as a "blueprint" for the desired state, and define the elements required for successful integration:

❑ Common vision/motivational elements
❑ Organizational structure & governance
❑ Process roadmap
❑ Common language (data standards)
❑ Technology base (technology standards)

CriMNet involves an enterprise-wide framework of people, processes, standards, and technology focused on achieving business goals and objectives. Such a framework helps to ensure that data is accurate, complete, useful, and shareable. This framework involves significant investments in business process re-engineering and technology, requires the implementation of data and technology standards and accountabilities that apply across the board, and necessitates the development of cross-functional, highly interdependent governance structures."

The Department of Administration has many roles to play in the development and eventual success of the CriMNet initiative. Our goal in this document is to report progress on one statutory requirement of the CriMNet project as identified by the Legislature, and identify next steps in the successful execution of key deliverables as indicated by the statute.

Laws of Minnesota 2001, First Special Session, Chapter 10, Article 1, Section 12, Subd. 3(b):

"Before January 1, 2002, each recipient of an appropriation for the CriMNet system must, in consultation with the commissioner of administration, submit to the entity selected under paragraph (a): (1) a list of objectives the entity expects to achieve with the money appropriated to it; and (2) a list of performance measures that can be used to determine the extent to which these objectives are being met."

CriMNet Program Goals and Performance Measurement Overview

Goals and Performance Measurement Process

As required by the Legislature, each CriMNet funded project was asked to identify overall objectives, and project performance measures that could be achieved based on the appropriation they received from the Legislature. In collaboration with the CriMNet program office, this information from each project was collected and sent to the Department of Administration, Office of Technology. As a result, we have incorporated their document into this progress report. Our thanks to David Billeter, CriMNet Executive Director, and Thomas J. Kooy, CriMNet Deputy Director, for their invaluable assistance in organizing and providing this information.

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Goals and Performance Measurement Findings

Project	Objectives	Performance Measures	Progress Status
CriMNet Backbone: Design & Development	1) Develop CriMNet Interface	Provide single point of entry to Criminal Justice Information and systems to CJ professionals, statewide.	Successful implementation and rollout of CriMNet v 1.0. CriMNet v. 2.0 scheduled for May 2002 release and is currently in planning phase.
	2) Create CriMNet Backbone Physical Design	a) Develop an RFP for professional technical services to assist the CriMNet Office in developing a physical solution design that will deliver the logical technical and business requirements for CriMNet	RFP written, published (December 2001)
		b) Evaluate and select solution proposal best suited for delivering CriMNet end-user deliverables, according to the requirements developed by the CriMNet logical design, and within executable budgets and timeframes for CriMNet development.	Proposals Due: Feb 8, 2002

Evaluation Process: Feb 12 –22.

Contract Negotiations Feb 25 – March 1 |
| | | c) Manage project work of the contractor to ensure a complete and physical design deliverable. | Contract work to commence: March, 2002 |
| | 3) Prototype and Test Physical Design | Manage Contractor to build, deliver and demonstrate a proof of Concept model of CriMNet Backbone. | Dates/Timelines dependant upon solution/vendor selected. |

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Project	Objectives	Performance Measures	Progress Status
	4) Rollout Production Version of CriMNet Backbone	Manage contract and state staff in Production Rollout of first iteration of Backbone for CriMNet features and connectivity.	Dates/Timelines dependant upon solution/vendor selected.
CriMNet Local Grants	1) Award grant funding to local units of government for CriMNet Planning Projects	Acceptance and Policy Group approval of complete Integration Plans for local criminal justice environments, which clearly address local environment gap analysis against the legislative threshold requirements for CriMNet integration.	5 pilot counties have completed integration plans; additional grant process for planning initiatives currently in progress.
	2) Award grant funding to local units of government for CriMNet Implementation Projects	Acceptance and Policy Group approval of complete and comprehensive Integration Projects for local criminal justice environments, which build infrastructure requirements of CriMNet integration components at the local units of criminal justice in accordance with logical design requirements of Statewide components of the CriMNet Enterprise Architecture.	Grant process for Implementation Project funding currently in progress.
MNCIS	1. Complete Logical Design of criminal & juvenile portions of MNCIS.	• Logical Design Completed by 6/30/02	• Logical Design is 30% complete as of 2/1/02 and on track for 6/30/02 completion.
	2. Evaluate & possibly acquire the case management package offered by Tyler Technologies.	• Product Decision Made	• Scheduled for March 7th, 2002

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Project	Objectives	Performance Measures	Progress Status
	3. Implement the Court Web Services application.	• Implement the application for Court users by 6/30/02	• The initial design and prototype are completed.
	4. Implement the Sentencing Wizard Application as a "proof of concept."	• Implement as a pilot by 3/1/02	• First iteration of application completed and is on track for the 3/1/02 pilot rollout.
	5. Evaluate possible Appellate Court Software Packages	• Complete evaluation and make a recommendation by 3/30/02	• Initial vendor evaluations complete and 2 finalists' vendors will be evaluated for a 3/30/02 completion.
	6. Define the business policies and requirements for an e-filing and document management implementation statewide.	• Complete requirements by 4/30/02	• Project team formed and has begun work.
	7. Acquire, configure, and begin implementing MNCIS case management system	• Implement MNCIS pilot system in first quarter 2003.	• TBD
Statewide Supervision System (S3)	1. Maintenance and Support of S^3	• Ongoing accessibility and enhancements to S^3 for local and statewide usage. • Continued expansion of detention facilities	• 87 counties (110 agencies) providing adult probation data • 64 facilities providing detention booking data • Direct link to DOC Prison data
	2. Out-of-Home Placement System	• Conceptual Design completed • Release RFP 7/31/02 • Logical Design completed by 12/1/02	Scheduled to begin April 2002 pending results of CriMNet backbone project

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Project	Objectives	Performance Measures	Progress Status
	3. Probation File Transfer Process	• Conceptual design completed by 9/30/02 • Release RFP by 12/31/02	Scheduled to begin April 2002 pending results of CriMNet backbone project
	4. Detention Grants to local facilities	• Awarded grants to five adult and six juvenile facilities	Fully executed contracts with two facilities; remaining in process of execution. Remaining grant monies available for ongoing application/awards per Executive Sponsor approval.
Suspense Files Reduction Project	1.Reduce current records in Suspense (450,000) by 50% by 6/30/02	50 % of current records = 225,000(goal)	2/28/2002-18,000 records (heavy reliance on manual resolution) 432,000 3/32/2002-181,808 records (programming fixes, flagging DWI misdemeanors) 250,192) 4/30/2002 37,482 records (moving old records) 212,710 6/30/2002 24,568 records (Ramsey county comparison, flagging fingerprints not available) 188,142 (estimated records will be left in suspense)

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Project	Objectives	Performance Measures	Progress Status
	2. Reduce incoming suspense records from 50% to 30% by 6/30/02	550 (incoming court actions per day) 50% = 225 30% =165 (goal)	8/1/2001 the number of records going into suspense was reduced to 181 (33%) per day due to programming changes within the CCH/Court data pass, improved best practices in the field and increased fingerprint card capture via the LiveScans. Future reduction to the flow of records going into suspense will require major changes to how local agencies submit, access and correct data within the CCH system

Next Steps

As required by the Legislature, the CriMNet project must undergo a supplemental evaluation, risk assessment, and risk mitigation plan for the CriMNet system. The evaluation, risk assessment and risk mitigation plan must consider each component of the project as to:

1. The likelihood of achieving objectives within funds appropriated

2. The appropriateness of the performance measures

As identified in Laws of Minnesota 2001, First Special Session, Chapter 10, Article 1, Section 12, Subd. 3(c) and (d), the target date for the risk assessment is March 15, 2002.

Approach

The approach outlined below is intended to satisfy Department of Administration designated CriMNet Legislative requirements:

1. Collect the objectives and performance measures of the CriMNet program and projects pertaining to the work funded by the Legislature. (Note: This step has been completed as reflected by the CriMNet report included above).

2. Identify an independent and external entity to conduct the overall evaluation, risk assessment, and risk mitigation plan.

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3. Collaborate with the entity to
    a. Identify risk assessment deliverables
    b. Specify the deliverables to be provided
    c. Coordinate any needs with the entity may require of the State of Minnesota in conducting the assessment
    d. Receive the resulting assessment report

4. Receive the recommendations and collaborate with the CriMNet Program to integrate any further recommended risk mitigation tasks into the Program Risk Management plans

5. Report ongoing results of these activities to the Legislature

Conclusions

Given the complexity of the CriMNet initiative, the Department of Administration has an important role to play. With the rollout of the Program Management Office within the Office of Technology, Admin can provide additional assistance in providing oversight and standardized project methodology that will enable each participating agency to clearly communicate, coordinate and achieve project objectives. Important next steps, as we have identified, are ahead that will help identify risk and mitigate their impact as the program continues. We look forward to collaborating with the CriMNet program office in ensuring that this cross-agency endeavor is successfully implemented.