Minnesota Criminal and Juvenile Justice

Information Policy Group and Task Force

Recommendations and Progress Report
To the Governor, the Supreme Court,
and the Legislature

February, 1995

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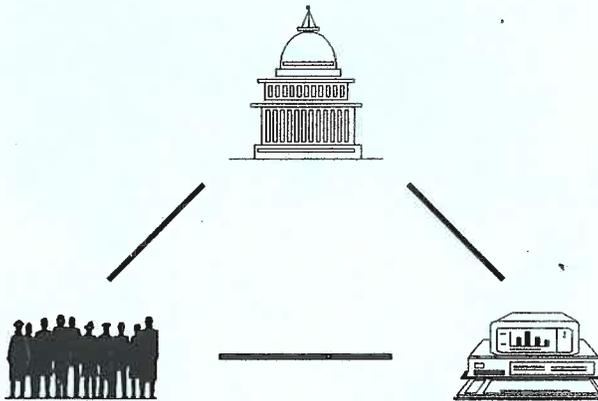
Recommendations and Progress Report on

Criminal Justice Information

This report is submitted by the
Minnesota Criminal and Juvenile
Justice Information Policy Group, as
required by M.S. 299C.65.

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INTRODUCTION

The Criminal and Juvenile Justice Information Policy Group ("Policy Group") forwards this report in accordance with M.S. 299C.65. The Policy Group has met frequently with the Criminal and Juvenile Justice Information Task Force comprised of users and suppliers of criminal justice community data. The Policy Group issued its first report in December 1992. That report focused on improving existing systems. The legislature adopted a number of recommended initiatives from that report. Those initiatives were intended to increase the completeness, accuracy, timeliness and usefulness of community criminal and juvenile justice data, and those efforts continue. The 1994 legislature mandated several new initiatives, and those initiatives are underway. This report contains additional recommendations to the Governor, the 1995 legislature and the Supreme Court to: 1) fully implement these mandates in the 1996/97 biennium; and, 2) continue the efforts to improve the criminal justice information system, in general.

RECOMMENDATIONS

JUVENILE RECORDS
Appropriate funds to complete the programming and implementation of a central repository for records on juveniles committing gross misdemeanor and felony offenses, including extended jurisdiction juveniles.

>The criminal justice community needs access to statewide juvenile data to make informed decisions about appropriate policies and sanctions. There is currently no statewide information on juvenile offenders. The 1994 legislature appropriated money for the initial design of a statewide juvenile information system. That stage of the development will be completed by June 30, 1995. The Policy Group recommends that $280,000 be appropriated in fiscal year 1996 to complete programming and full implementation of the juvenile system. An additional $65,500 will be required in fiscal year 1997 and in succeeding years for operation of the system.

>The Policy Group strongly believes that successful implementation of this system requires that the state provide local booking agencies with electronic livescan fingerprint capture technology or other lower cost technology to facilitate fingerprint capture (see a more detailed explanation of this in the fingerprint recommendation on the following page).

>Data practices, record retention, and individual privacy issues will be identified during the analysis phase of the juvenile database project. Any data privacy questions that require a policy decision will be presented to the Policy Group or the legislature for resolution prior to the implementation of the system.

MISDEMEANOR RECORDS
Appropriate funds to complete the programming and implementation of a central repository for records on targeted misdemeanor offenses.

>The criminal justice community needs access to statewide data on persons committing certain misdemeanor offenses. There is currently no statewide information on

misdemeanor offenses. The 1994 legislature appropriated money for the initial design of a statewide misdemeanor system. The Policy Group recommends that $515,000 be appropriated in fiscal year 1996 to complete programming and implementation of the misdemeanor system. An additional $46,500 will be required in fiscal year 1997 and in succeeding years for operation of the system.

There are over 800 misdemeanor statutes and many are of a nature that would not call for inclusion in a criminal history file. In order to address the need for information and also take into account the reporting burden, it is recommended that only "targeted" misdemeanors be included. The "targeted" misdemeanors should be all misdemeanors that fall within the following chapters of MN Statutes: 609. (Criminal Code); 152. (Drug Offenses), 518. (Domestic Abuse); and 624. (Gun Offenses). This approach has several advantages. Law enforcement will clearly know which misdemeanor offenses will require fingerprinting. Court systems can be programmed to forward dispositions on those specific offenses and the definition of "targeted" misdemeanors can be statutorily changed as the need arises.

The law currently requires fingerprints on persons arrested for gross misdemeanor and felony offenses. An audit of the Criminal History System **revealed that approximately 25% of those offenses are not in the Computerized Criminal History (CCH) system because fingerprints were not submitted. A study mandated by the 1994 legislature will examine the problem in more detail. (see Additional Ongoing Initiatives: Fingerprint Study, pg. 13).** The inclusion of additional offenses in the CCH system without addressing the problem of submitting fingerprints will only exacerbate the problem. For that reason the Policy Group strongly believes that successful implementation of this system requires that the state provide local booking agencies with electronic livescan fingerprint capture technology or other technology to facilitate the submission of fingerprints to the central repository. (See a more detailed explanation of this in the fingerprint recommendation below.)

Data practices, record retention, and individual privacy issues will be identified during the analysis phase of the juvenile database project. Any data privacy questions that require a policy decision will be presented to the Policy Group or the legislature for resolution prior to the implementation of the system.

FINGERPRINT CAPTURE TECHNOLOGY
Appropriate funds to provide law enforcement and courts with fingerprint capture technology to facilitate the submission of fingerprints.

Fingerprints are universally regarded as an indispensable element of criminal history recordkeeping. The credibility of a criminal history file is based on the ability to positively identify each and every subject, each and every time they are arrested especially given the propensity of criminals to attempt to use other identities. Law enforcement is required to take and submit fingerprints on all subjects arrested for gross and felony offenses. Many offenses are not included in the Criminal History System because these prints were not submitted. For example, the Criminal History System currently has 46,000 court cases, representing 32% of the total cases reported during the

last six (6) years, in a suspense file because they cannot be linked to arrest data. With the addition of juvenile and targeted misdemeanor records to the reporting requirement, the issue of submitting fingerprints will become more critical. A conservative estimate of the additional missing cases based on an additional 50,000 cases for juveniles and misdemeanors would be 12,500 missing per year.

Livescan equipment captures fingerprints electronically at booking and allows for the electronic transmission of those prints to the central repository. Because prints are captured once and personal identification and arrest data need only be entered once, this greatly reduces the workload for booking agencies. In addition, any data that can be received electronically by the central repository can be captured and does not need to be re-keyed into the Criminal History System. The more data that can be received electronically means the greater workload that can be absorbed by the central repository and the less errors that will be introduced by re-keying data.

There is also less costly technology for agencies that have fewer arrests. Cardscan technology requires that the prints be inked and rolled once. These prints are then scanned and the additional personal and arrest data are entered once. The necessary number of cards can then be printed locally and mailed or electronically transmitted to the central repository.

The cost for livescan technology is approximately $50,000 per unit and the cost for cardscan technology is approximately $18,000 per unit. A number of formulas for logical placement of the technology could be considered. As an example, using numbers of offenses cleared as a determinant, placing livescan in the counties that clear more than 2,000 offenses per year (21 counties) and cardscan in the remaining counties would cost $1,988,000 (this takes into account that five metro-area counties already have or are purchasing livescan devices).

In addition, the Policy Group recommends that 16 high volume courts be equipped with livescan as a point of last resort to capture fingerprints. This will accommodate the current trend to issue summons to court rather than arresting and booking and eliminate the need to transport defendants to booking agencies, which is currently a cost and resource issue, and often just doesn't happen. The cost for this is $800,000.

The benefits of the addition of this technology to the criminal justice community in Minnesota will be complete criminal histories, timely submission of data, increased accuracy and immediate identification of offenders. **An additional benefit is a potential increase in the number of crimes being solved when latent crime scene prints are electronically compared to the larger "10 print" file that will now contain juvenile and misdemeanor prints as well as adult felony and gross misdemeanor prints.**

Assuming this technology is in place, the Bureau of Criminal Apprehension (BCA) is hoping to absorb the projected 100%+ increase in workload due to the addition of juvenile and misdemeanor records. The interface of electronic receipt of fingerprints with the Automated Fingerprint Identification System has been funded by a federal grant. Interface of the data with the Criminal History System, however, needs to be

accomplished. The cost of this interface is estimated at $100,000. This is a one-time investment that will eliminate the need to re-key data into the system and, therefore, allow for the absorption of additional workloads at the BCA.

This $2,888,000 initiative will provide critical resources at the local level that will be in place for many years to come with vast benefit to criminal history recordkeeping and crime identification. It would put Minnesota in a position to participate in the national instant check system mandated by Federal Brady Law.

DOMESTIC ABUSE ORDERS FOR PROTECTION
Appropriate funds to complete the design, programming and implementation of a central tracking system for domestic abuse Orders For Protection.

Recommendations for a statewide Orders for Protection ("OFP") database originated in a 1989 Minnesota Supreme Court Task Force for Gender Fairness in the Courts. A subsequent Family Violence Automated Information Task Force report also addressed the issue of such a tracking system. The 1994 legislature appropriated money for the initial analysis and design work for this statewide OFP tracking system, which would provide information about civil Orders For Protection. The purpose of a statewide OFP database is to provide operational information for law enforcement officers as they are responding to domestic situations, to judges who have to make decisions regarding civil order for protection cases and criminal domestic assault cases, and to provide data for policy makers. The OFP system should also be linked to any previous or current criminal cases that may relate to the same subject(s).

The Policy Group recommends that $625,000 be appropriated in fiscal year 1996 to complete design and programming of the Orders For Protection system. An additional $38,000 will be required in fiscal year 1997 and succeeding years for operation of the system.

Data practices, record retention, and individual privacy issues will be identified during the analysis phase of the juvenile database project. Any data privacy questions that require a policy decision will be presented to the Policy Group or the legislature for resolution prior to the implementation of the system.

STATEWIDE COMMUNITY DATA MODEL ADMINISTRATOR
Appropriate funds to staff a full time data model administrator and a half time support position in order to implement and maintain the currency of the Minnesota Criminal Justice Data Model.

In order to keep the data model current and useful to the criminal justice community, Minnesota should establish a data model support mechanism that would necessarily be interagency in its nature. Responsibilities of the data model support group would include:

Maintain and update the community-wide data model in response to changes in law, rule and policy-maker needs

Support criminal justice information systems development efforts by acting as a resource to system developers to system changes or new systems development comply with the state model.

Act as liaison between the criminal justice agencies and other agencies or groups for initiatives and programs involving criminal justice information.

The administrator and support person would also be specifically charged with further defining data attributes to include attribute values and characteristics, defining the impact of the Data Practices Act on the data model, and determining entity volumes to assist in systems impact analysis.

The Policy Group believes that Minnesota's investment in the data model will result in enormous benefits if the data model can be implemented. Implementation will occur more quickly and thoroughly if appropriate staff is assigned implementation responsibilities.

MORATORIUM ON NEW LEGISLATIVE MANDATES
Withhold any new mandates that require new criminal justice information systems or that require the expansion of existing criminal justice information systems.

In order to complete the work outlined in this report, Minnesota should put on hold any new criminal justice information initiatives. This report establishes priorities for work on juvenile records, misdemeanor records, electronic livescan fingerprint capture technology, domestic abuse Orders For Protection, and the implementation of a criminal justice data model. Any new mandates passed by the 1995 legislature will negatively impact the implementation of these priorities. Also, the effective implementation of the new mandates may be in jeopardy.

New mandates will require new dollars but this is not simply an issue of funding. There are a limited number of criminal justice professionals with the necessary expertise to move these projects forward while also managing important routine responsibilities. The Strategic Plan developed by the Policy Group and Task Force (see pg. 14) will focus on the goal of identifying, evaluating, and prioritizing information system needs. This effort will lead to effective management and allocation of scarce financial and human resources.

DIVERSION DATA COLLECTION
Modify the requirement that diversion data be captured in the Criminal History System.

Diversion Data is mandated to be reported to the BCA for both adults and juveniles. The adult reporting requirement was passed in 1993. For the most part, this created no data collection problem for the BCA or the prosecutors as mechanisms were already in place to collect that data from prosecutors on gross and felony offenses. However, the law requires the reporting of diversion data on misdemeanor offenses also. As misdemeanor data is not currently collected by the Criminal History System, there is no way to add

diversion data to the system and is ironic that data on misdemeanor diversions would be collected when misdemeanor arrest and conviction data are not.

The addition of juvenile record reporting in 1994 also requires the reporting of data on juveniles placed on diversion. Large numbers of juveniles are placed on diversion programs and never again have contact with the criminal justice system. In addition, juvenile diversion often occurs at different levels within the criminal justice community.

Many police departments have successful juvenile diversion programs. Because the juvenile criminal history system is in the early stages of design, it would be prudent to repeal the diversion reporting requirement at least until such time that the juvenile central repository is created and specific diversion reporting can be defined.

STATE MATCH FOR FEDERAL MONEY

Appropriate funds to be used as required 25% hard match for Federal grant dollars for the improvement of Criminal Justice Records.

The federal government has recognized the importance of timely, accurate and complete criminal justice records. To that end, the Crime Control Act of 1990 amended Part E of the Omnibus Crime Control and Safe Streets Act to require that each State which receives Edward Byrne Memorial State and Local Law Enforcement Formula Grant funds allocate at least 5% of its total award for the improvement of criminal justice records. States which do not qualify for a waiver of the record improvement requirements and which choose not to use 5% of their formula grant award for criminal records improvement, may not use the funds for other purposes. $105,000 is needed to provide the 25% hard match dollars to the set aside funds.

ADD FINGERPRINTING REQUIREMENT LANGUAGE

Amend M.S. 299C.10 to include the requirement to fingerprint persons arrested for "targeted" misdemeanors and juveniles arrested for gross misdemeanor offenses.

M.S. 299C.10 currently requires that adults arrested for gross misdemeanor and felony offenses be fingerprinted and the prints be forwarded to the BCA. In addition, it allows for the printing of juveniles arrested for offenses that would be felonies if committed by an adult. This language should be expanded to require fingerprinting for "targeted" misdemeanor arrests for adults and gross misdemeanor arrests for juveniles. This language is critical to the success of creating a central repository for that data.

POLICY GROUP ACCOMPLISHMENTS

DATA MODEL

The Minnesota Criminal Justice Data Model Project developed a comprehensive and detailed model identifying and defining all data elements that are of use to more than one criminal justice

organizational entity for operational or policy development/evaluation, and to document the business rules related to this "community" data. Data is much more stable than processes used to collect and manipulate it, so the properly constructed logical model is a significant first step toward integrating criminal justice information systems for the purpose of inter-agency and inter-jurisdictional data exchange. An example of some anticipated benefits of the model include:

- Minimize the amount of manual re-work and data re-entry that occurs throughout the criminal justice system as a case is processed;

- Enhance the capacity of all agencies for planning and resource allocation;

- Enhanced ability to identify patterns of crime-trends, populations, individuals;

- Facilitate standardization of some processes and thereby reduce systemic costs;

- Improve our understanding of drug use and weapons during criminal activity;

- Improve our understanding of the relationships between victims and offenders;

- Allow us to collect data on criminal justice system performance; and,

- Enable more robust and accurate criminal history information.

As noted in the "Recommendations" section, staff positions are needed to complete additional tasks, to keep the model current and to assist agencies in using the model when doing computer system modifications or new development.

TRAINING/EDUCATION AND AUDITING
Eight training positions were added in the four primary state agencies for the express purpose of improving the quality and timeliness of criminal justice information. The trainers are responsible for ongoing training and quality control for all of the thousands of agencies who supply criminal justice information. The eight trainers have been working together to learn about the criminal justice information systems in general, as well as learning about their individual agency systems. They have developed materials and programs to educate members of the criminal justice community about the importance of criminal justice information, and they are designing coordinated training and auditing programs.

The trainers have identified forums available for getting the criminal justice message out to local agencies. They have compiled a reference list of existing criminal justice conferences and newsletters, and the contact people for those organizations. They are in the process of organizing presentations for those conferences, and writing news articles about criminal justice for publication in various newsletters.

Continuing Education credits are currently available for judges through the Sentencing Institute, for court administrators through their semi-annual conferences, for law enforcement through the Police Officer Standards and Training Board, and for attorneys through the Criminal Justice

Institute. The trainers are working to establish additional ways to offer continuing education credits for criminal justice training.

An auditing/quality assurance program is now underway in some agencies, and soon to begin in the others.

This is the first time that state criminal justice agencies have coordinated their training and auditing efforts. The Policy Group believes that an ongoing coordinated training and education effort is absolutely essential to improve the quality of criminal justice information.

BACKLOGS
In 1992 the Criminal History System was experiencing serious backlogs in the entry of final disposition data. Federal grant dollars were used to eliminate the backlogs, however, the 1993 legislature funded several initiatives which were key to assuring that the backlogs did not occur again. Those initiatives included additional clerical staff, fingerprint technicians and a multi-agency coordinated training group. In addition, the Supreme Court System and several correctional agencies now provide court disposition data electronically which eliminates the need to re-enter the data at the central repository.

ADDITIONAL ONGOING INITIATIVES

NETWORK UPGRADE
The Criminal Justice Datacommunications Network (CJDN) is an aged system that promises to become increasingly expensive to maintain as phone line costs increase. Federal requirements, such as NCIC 2000, require a network that will support technology such as photos, fingerprints, tattoos, etc. that the current CJDN cannot support. The upgrade will include a study of the existing CJDN infrastructure and develop an implementation plan for migrating to MNet. Failure to complete this study and complete the upgrade will result in local agencies duplicating state systems at great cost to taxpayers. More importantly, even after this redundant expenditure, the resulting efforts will still not meet their needs.

LEGISLATIVE IMPACT STATEMENTS
The legislature creates new laws and provisions each year that affect the criminal justice community. Implementing a new law can be extremely difficult and costly, particularly if the legislature does not consider the impact of implementation and resolve the problems before the new law takes effect. The Policy Group and Task Force developed a format for legislative impact statements to be completed for proposed legislation that affects community level criminal justice information, either directly or indirectly. The impact statement is designed to help identify which agencies are affected by the proposed legislation, clarify agency responsibilities, and highlight system requirements, complexity issues, and data privacy concerns.

REENGINEER SENTENCE

Work continues on implementation of a standard Sentencing Judgment form in all Minnesota trial courts. The Sentencing Judgment form will provide the structure for pronouncing a sentence and recording the sentence information in a format that will meet operational needs as well as policy analysis needs. It will replace most court forms that are currently used, such as the Warrant for Commitment and the Final Count Disposition Report.

MINNESOTA OFFENSE CODES (MOC's)

MOC codes are used throughout the criminal justice system at both the state and local level and capture offender offense characteristics not identifiable from the charge statute. Accurate MOC's greatly facilitate policy analysis as well as the operation and management of criminal justice agencies. The purpose of the MOC initiative is to improve the accuracy of the data captured by the codes, reduce the level of confusion surrounding the codes, and remove or minimize the workloads associated with maintaining MOC codes.

Two of the major problems currently associated with the codes are the development of new codes when legislation adds or changes the Criminal Code and dissemination of the new MOC codes to the hundreds of computer systems where they are used. These problems are being addressed by Minnesota Sentencing Guidelines Commission (MSGC) staff working with Department of Public Safety (DPS) staff to simplify the process of developing new codes and streamlining the mechanisms by which the DPS computer file is updated. This effort is a "stop-gap" measure to make the codes more useable and accurate and minimize the workload at DPS, and local agencies, while a permanent solution is sought.

The Data Model will provide insight into a long-term solution. This solution is likely to involve separating statute from incident but could also require recodification of statutes so that statute number provides more information. The logical model, which has been completed, identifies the shared community data. The process modeling currently underway is expected to answer fundamental problems such as who should report what data at different points in the life cycle of an offense.

RECODIFICATION OF CRIMINAL CODE

The Policy Group believes that the criminal code needs to be restructured.

The criminal code is structured in such a way that it is extremely difficult, if not impossible, to rely on statute alone to determine the offense. Analysis is very difficult, since subdivisions are not structured, and differ from statute to statute. Because of the unstructured nature of the statutes, it is necessary to rely on other information, such as the complex Minnesota Offense Codes, to provide critical information. The lack of structure also increases the likelihood that there will be errors in recording the statute at all levels of the criminal justice process.

A recommendation of the Data Model project is the recodification of statutes to support information needs. Work has begun in conjunction with the Nonfelony Enforcement Advisory Committee (NEAC) to create a new structure.

WARRANTS

Minn. Laws 1994, Ch.636, Art.4, Sec.21 requires every county make information on all outstanding felony, gross misdemeanor, and misdemeanor warrants for adults and juveniles available to other users of the Minnesota criminal justice information system by January 1, 1996. The implementation of this statutory provision will correct the most critical current problem with the state warrant file. However, a number of additional problems have been identified by a Warrant Study Group comprised of members of the Criminal and Juvenile Justice Information

Task Force. Recommended statutory, business process, and technical changes will be presented to the Policy Group for the review and approval.

SEAL/EXPUNGE

A uniform method of issuing court orders that seal or expunge criminal records needs to be developed. Reporting should include the statutory authority by which the order is being issued. Recognizing the courts inherent authority, it is necessary to educate judges about the effect of sealing and expunging records.

JAIL DETENTION INFORMATION SYSTEMS

The Detention Information System (DIS) is a Department of Corrections (DOC) system that captures minimal data elements on persons admitted to and released from Minnesota jails. This data issued for operational and management purposes at the local level and for policy analysis at the state level. The purpose of this initiative is to bring into the DIS five large local jails who now maintain and report data independent of the DIS. DOC staff is currently working with Ramsey County as they investigate a new county-wide computer system. This plan includes connecting both the Ramsey County Jail and Workhouse to DIS. A vendor for this system is expected to be selected in the Spring of 1995. Shortly thereafter the Jail, Workhouse and Juvenile Center should be connected to DIS.

Northeast Regional Correctional Center (NERCC) is expected to be connected to DIS in December, 1994. In the first quarter, 1995, DOC staff will arrange with Hennepin County to begin the process of connecting the Hennepin Jail and Workhouse to DIS by the end of 1995.

In addition to these large local facilities, the DOC, in 1995, will begin the process of connecting existing and proposed juvenile facilities to DIS to ensure standardized data reporting.

GROSS MISDEMEANOR DWI

The 1994 Crime Bill mandated a study by the Department of Public Safety, in conjunction with the Policy Group, to report on the feasibility and cost of developing a centralized system for tracking alcohol related driving offenses. Given this mandate, the Policy Group suspended research they had already begun relating to whether Gross Misdemeanor DWI's should be kept on both the Criminal History System and the Driving Record System as they are currently. The Policy Group project will be reconsidered once the Public Safety report is completed, early in 1995.

CJRS REPLACEMENT

The Minnesota Criminal Justice Reporting System (CJRS) is the system for collecting statistical data on crimes. Although CJRS is an incidence-based reporting system, it does not meet the new national standard supported by the FBI called the National Incident Based Reporting System (NIBRS). This system and its data elements will solve most of the current problems that are encountered with CJRS. However, NIBRS will be expensive to implement and support. The increasing demand for crime statistics, with specific crime details requires that something be done to improve the method of collecting the data. Expansion of CJRS capabilities will no longer be a viable option. A substantial state appropriation may be necessary at some future date.

RACE CODES

The 1994 legislature, in an amendment to M.S. 299C.65 (Policy Group statute), required the collection of data on race and ethnicity in criminal justice information systems. The Criminal and Juvenile Justice Policy Group will be considering a number of recommendations, including policy mandates and procedural changes that will improve the collection, consistency, and uniformity of race data throughout the criminal justice system.

SEX OFFENDER/MNSCAP

The BCA maintains the Sex Offender Registration files. The law also requires the submission of fingerprints on these individuals that are registered. It is also required that blood samples on certain offenders be submitted to the BCA for DNA analysis. While all of these offenders should be in the criminal history file, we find that many are not. In addition, some that have records in the criminal history File whose offense would indicate that they should also be registered in the Sex Offender Registration System or have DNA samples on file are not. A method to interface these systems or at least a method of cross-checking the system to assure that the proper data is in the proper system needs to be developed.

PROBATION AND PAROLE FILE

The Supervised Person file being proposed would be maintained within the Minnesota Criminal Justice Information Systems (CJIS) to identify offenders that are currently under supervision by Federal, State, County, and Community Corrections officials. This file would be available for inquiry by all criminal justice agencies statewide. Entry, modification and cancel capabilities would be limited to those agencies that are responsible for the supervision of offenders.

The creation of such a file has met with enthusiasm from both correction agencies and law enforcement agencies statewide. Such a file would contribute to officer safety and enhance the ability to identify illegal activity of supervised offenders. The opportunity to improve the exchange of information between the law enforcement community and the correction community is also an enormous benefit.

Offender information would be placed into the CJIS by corrections officials. Parolees, probationers, and supervised releases would be entered into the file. Upon any criminal justice inquiry, a positive response, referred to as a "HIT" would inform the inquirer that the person

is under official supervision. The response would provide the supervising officers name and work phone number. The response would contain a caveat clearly stating that there was no authorization to arrest based on the "HIT" they had received.

PROSECUTOR SYSTEM

Develop an automated statewide case management system for prosecuting attorneys, with an interface to automated court information systems. Most prosecutors do not currently have automated systems, and those that do exist may not interface to other criminal justice systems.

This project has not been prioritized, however the Policy Group understands that the Minnesota County Computer Consortium (MCCC) has such a project underway and has directed the Data Group to consult with MCCC.

AUTOMATED CITATION WRITER

The Supreme Court Information Systems Office has partnered with the Washington County District Court, Washington County Sheriff's Office and most of the local law enforcement agencies to develop the ability of law enforcement agencies to computer-generate traffic citations. All agencies would benefit from the elimination of redundant data entry of citation data along with better quality data. The public would benefit from receiving legible tickets. Implementation is expected to occur early in fiscal 1996.

GANG INDEX

The Department of Public Safety was provided $30,000 to assist in the development of a Violent Gang/Offender File. In designing this file to operate on the Criminal Justice Information System (CJIS) there will need to be a balance of Minnesota needs while staying compatible with the FBI National Crime Information Center (NCIC) Gang File. This compatibility will require many if not all of the same fields using the same codes to ensure nationwide compatibility. The system will be designed with caveats that will advise an officer that no warrant exists for an arrest, and that the information is for officer safety only.

WEAPONS INFORMATION

The 1994 legislature directed the Minnesota Sentencing Guidelines Commission, Minnesota State Auditor's Office and the Minnesota Criminal Justice Center to collect information on weapons and weapons charging in Minnesota. The Minnesota Sentencing Guidelines Commission is to collect information from county attorneys regarding the use of firearms in the commission of serious felony crimes. A form for collecting this information was developed by the Commission under recommendations from county attorneys.

The Minnesota State Auditor's Office is to collect information from law enforcement agencies on the make, model and serial number of all guns seized in Minnesota. In conjunction with the Minnesota Criminal Justice Center, the Auditor's Office developed a form to obtain this information.

The Minnesota Criminal Justice Center is to report on the number of persons arrested, charged, convicted and sentenced for violations of each state law effecting the use or possession of firearms, where information is available. The report is to include the make, model and serial number of each firearm for each crime committed and provide a breakdown by the county where the crime was committed. Current criminal justice information systems do not contain the information necessary to comply with this mandate.

While these new forms to collect weapons information may meet the requirements of the specific legislative directive, the Policy Group and Task Force recognizes that information on the involvement of dangerous weapons in crimes is of broader interest. Implementation of the Data Model will facilitate greater sharing of information regarding weapons and provide the information needed to comply with the current mandates.

FINGERPRINT STUDY

In 1992 the CCH system was mired by backlogs of final dispositions which had not been entered into the system. With the application of federal funds and additional staff granted by the legislature, that problem has been eliminated. Now, however, the greater, more difficult problem has become apparent. Many of the final dispositions are still not in the CCH system because the arrest fingerprint card was not submitted by law enforcement. In 1994, the legislature mandated a study of the extent to which law enforcement complies with the law requiring that persons arrested for gross misdemeanor and felony offenses be fingerprinted and that the prints be forwarded to the BCA within 24 hours. Given the addition of certain misdemeanor offenses and juvenile gross misdemeanor and felony offenses to the CCH system, this report will be critical to the identification of the problems involved in the submission of fingerprints.

PHOTO IMAGING

The 1994 legislature mandated that the BCA set up a system to electronically store images of scars, marks, and other identifying data on arrested individuals. The funding for the system was vetoed, however, the BCA has proceeded with plans to link into the Hennepin County Photo Imaging System. This approach will allow the BCA to enter images for agencies that do not have photo imaging capabilities and yet alleviate dual entry of data for agencies that have access to the Hennepin System. What has not been addressed, however, is the burden on law enforcement to take the additional photographs of the identifying marks.

CRIME ALERT NETWORK

During the last legislative session, the Crime Alert Network was funded as a pilot to demonstrate the feasibility of using various communications technologies such as FAX and INTERNET to disseminate information (regarding crime) to the public in a timely and efficient manner. The legislation called for the hiring of a Project Coordinator and the Department of Public Safety also decided that an advisory group would be formed to advise the coordinator and the Department of Public Safety.

- Fax network is in place with 15 law enforcement agencies participating. The Hussey Foundation, Missing Children Minnesota and ten business representatives have been invited to join the Advisory Group.

- Advisory Group has been formed to assist in policy and procedure recommendations.

- Each department will have the capability of broadcasting alerts to other participating departments, or to business and community members within their community.

- Each member department will have 51 lists of types of business participants they can send alerts to, so that they can ensure that the member will have an interest in the alert being sent.

- All 90 metro law enforcement agencies, regardless if they are a member agency or not, will have the ability to receive the alerts being generated by the network agencies.

- Current pilot project will be completed in June, 1995.

STRATEGIC PLANNING

The Policy Group identified that a Strategic Information Systems Plan is essential to provide a framework for criminal justice organizations to effectively deal with issues and make decisions that affect the entire community at the federal, state and local level.

The plan will provide a baseline assessment to describe where the community is now and can go, a strategy defining where we are going and a plan on how we are going to get there. A comprehensive plan will enable decision makers to categorize and manage risk, communicate direction, create an atmosphere for problem solving, develop information systems requirements on the basis of priorities, and will improve the likelihood that information resources will be capable of sharing needed data.

The Plan will also help to make the whole system more cost effective. The Data Group will seek federal grant funding to accomplish this broad plan.

APPENDIX

CRIMINAL & JUVENILE INFORMATION POLICY GROUP

BUDGET DETAIL

JUVENILE RECORDS:

Agency	FY96	FY97
Department of Public Safety	$ 155,000.	$ 40,500.
Supreme Court	125,000.	25,000.
TOTAL	$ 280,000.	$ 65,500.

MISDEMEANOR RECORDS:

Agency	FY96	FY97
Department of Public Safety	$ 465,000.	$ 46,500.
Supreme Court	50,000.	0
TOTAL	$ 515.000.	$ 46,500.

FINGERPRINT CAPTURE TECHNOLOGY:

Agency	FY96	FY97
Department of Public Safety	$2,888,000.	0
TOTAL	$2,888,000.	0

DOMESTIC ABUSE ORDERS FOR PROTECTION:

Agency	FY96	FY97
Department of Public Safety	$ 125,000.	$ 0
Supreme Court	500,000.	38,000.
TOTAL	**$ 625,000.**	**$ 38,000.**

STATEWIDE COMMUNITY DATA MODEL ADMINISTRATOR:

Agency	FY96	FY97
Supreme Court	$ 72,750.	$ 63,750.
TOTAL	**$ 72,750.**	**$ 63,750.**

STATE MATCH FOR FEDERAL MONEY:

Agency	FY96	FY97
Department of Public Safety	$ 105,000.	$ 0
TOTAL	**$ 105,000.**	**$ 0**

GRAND TOTAL:	**$4,485,750.**	**$ 213,750.**

CRIMINAL AND JUVENILE JUSTICE INFORMATION TASK FORCE MEMBERS

Policy Group

Sue K. Dosal, State Court Administrator
Supreme Court

Julius E. Gernes, Chair
Sentencing Guidelines Commission

Michael S. Jordan, Commissioner
Department of Public Safety

Frank W. Wood, Commissioner
Department of Corrections

Task Force

Judge Donovan W. Frank
6th Judicial District

Judge Roberta K. Levy
4th Judicial District

Tim Johnson, Chief Public Defender
8th Judicial District

Ken Wilkinson, Sheriff
Anoka County

Dave Johnson, Captain
St. Cloud Police Dept.

Steve Sandwick, Director
Minnetonka Police Dept.

Anthony Palumbo
Assistant Anoka County Attorney

Ray Schmitz
Olmsted County Attorney

Roger Batreall
Minneapolis Assistant City Attorney

Kurt Fischer
Faribault City Attorney

Jim Haas, Director
Rice County Community Corrections

Joan Minczeski, Management Analysis
Supervisor
Ramsey County Community Corrections

Hubert McCloy, Director
Isanti County Court Services

James Von Wald
Anoka County Senior Probation Officer

Dan Storkamp
Minnesota Planning

Senator Jane Ranum
Minnesota Senate

Richard Neumeister
Citizen

Marilyn Weeding
Citizen

Lorayne Norgren, Court Administrator
Sherburne County

Susan S. Greenwell, Court Administrator
Renville County

Representative Wesley Skoglund
Minnesota House of Representatives

Fred Friedman, Chief Public Defender
6th Judicial District

Pat W. Smith Jr., Sheriff
LeSueur County

Criminal Justice Data Group (Staff)

Steve Patchet, Assistant Director
Office of Information Systems Management
Department of Public Safety

Karen Buskey, System Services Manager
Supreme Court

Debra L. Dailey, Director
Sentencing Guidelines Commission

Dale Good, Director, Information Systems
Supreme Court

Ken (Gene) Larimore, Director
Information & Analysis
Department of Corrections

Karen McDonald, Director
Criminal History/Identification Services
DPS - Bureau of Criminal Apprehension

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