



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

120 South Riverside Plaza • Suite 1016 • Chicago, Illinois 60606 • (312) 793-8550

February 2, 2004

Liz Pearson, Senior Associate
National Criminal Justice Association
720 7th Street NW
Washington, DC 20001

Dear Ms. Pearson:

I would like to issue a request for technical assistance from the IJIS Institute in conjunction with my role as Project Manager of the Illinois Integrated Justice Information System (IIJIS) Project. At the upcoming February 11th IIJIS Implementation Board meeting, staff will recommend and seek board approval, in concept, for two implementation initiatives. The first is a justice portal that provides a single point of access to several state- and county-level subject record repositories for use by justice decision makers. The second initiative is a model interface that allows various police information systems throughout Illinois to share data with the Chicago Police Department's Citizen and Law Enforcement Analysis and Reporting System (CLEAR).

Last year the Illinois Criminal Justice Information Authority issued an RFP for a range of vendor services to assist our integration efforts, and we selected two vendors whose qualifications and pricing were rated highest in our scoring process. We have not yet contracted with those vendors, but intend to do so shortly once final contractual issues are negotiated with our state Department of Central Management Services.

The purpose of this request, then, is to provide IIJIS project staff with knowledge necessary to determine the accuracy and adequacy of statements of work (SOWs) from our vendors, as well as our integration partners (Illinois State Police and Chicago Police Department) and their subcontractors. Each are expected to submit proposals to help manage and implement specific phases and activities associated with the two integration initiatives. Specifically, we are asking you to provide:

- a review of basic technologies that are available to achieve the goals of the portal and the CLEAR interface projects
- recommendations on realistic staffing qualifications and work descriptions needed for completion of these projects
- identification of integral components of an overall integration tactical plan and blueprint: a) for coordinating separate integration initiatives, and b) that provides a structured schedule that allows for sequencing of integration activities in light of

- prioritization issues, funding restrictions, and the need to leverage existing data and telecommunication capabilities and successes
- information on how differing architectural designs for system interoperability produce corresponding risks and benefits, including how specific designs impact data ownership and stakeholder input into system operations
 - methods for determining sufficiency of existing network infrastructures (versus need for enhancement), as well as hardware and software applications of legacy data systems – in readiness for interoperability requirements associated with the planned integration initiatives
 - suggestions for managing and coordinating multiple projects and vendors to ensure:
 - adequate input and oversight from the IIJIS Board and project manager
 - that the needs of stakeholders representing system users as well as institutional data providers are met
 - that new initiatives are co-managed in synchronicity with ongoing system development efforts by project participants
 - advice on how the Justice XML data model can best be used to ensure that reusable solutions will be put into effect rather than custom interfaces
 - suggestions on strategies to resolve disagreements between project principals regarding centralized versus distributed architectures for data warehouse functionality
 - instruction on development of realistic budgets for various system development and interface activities

Since the proposed justice integration initiatives are expected to be approved at the IIJIS Board meeting next week, we are optimistic that this request can be met by the IIJIS Institute within a relatively short time frame. With regard to the issues identified above, we anticipate a 3-5 day commitment from your staff representatives. If this assumption is incorrect, please indicate so in your reply. We are very appreciative of your ability to provide this type of assistance, given the complexities of justice integration. I expect that further discussion on specific project issues and the logistics of the site visit are needed. You may contact me either by phone (312) 793-8904, or e-mail mmyrent@icjia.state.il.us. Again, we welcome the opportunity to learn from the experience of your Institute members to help ensure that our justice integration efforts are successful.

Sincerely,

Mark Myrent
IIJIS Project Manager

cc: Lori Levin, Executive Director

enclosure