Memorandum

To: Implementation Board Members

From: Wil Nagel

Date: March 23, 2006

Re: **2006 Symposium on Justice and Public Safety Information Sharing**

The IIJIS initiative was well represented at the recent Symposium on Justice and Public Safety Information Sharing held in Washington, DC. From Sunday, March 12, 2006 through Wednesday, March 15, 2006 symposium participants attended presentations ranging from an overview of federal information sharing initiatives, to lessons learned from hurricane Katrina. Participants also attended various breakout sessions conducted by practitioners actively engaged in integration efforts across the nation. Attendees made good use of the question-and-answer sessions and were able to discuss our efforts with participants from other states.

This year's symposium demonstrated a significant amount of federal government involvement compared with previous years. This may be because of the realization that the federal information sharing efforts impact state and local integrated justice efforts substantially. In addition to the enhanced sharing and collection of intelligence data for anti-terrorism efforts, the presentations and breakout sessions focused extensively on performance measures and the need to address the public's privacy concerns. Symposium materials are available on the Internet at http://www.search.org/conferences/2006symposium/ and I recommend that you review the presentations.

After each day's sessions, Implementation Board members and staff met to discuss ideas and tasks that can improve the IIJIS effort. The following list of items resulted from our meetings:

1. **Define the responsibility of IIJIS to local and county integration efforts.**
    a. Federal initiatives are impacting local and county integration (e.g., Global is developing standards; BJA will require additional justifications in grant applications). The Board should inform locals of the federal efforts taking place and how they can impact local efforts.
    b. The Board should develop an approach to help local integration efforts. The Board should consider inventorying all the integrated justice efforts taking place throughout the state to help ensure that the project managers are aware of IIJIS standards and policies.

    c. Local and county integrated justice initiatives should be encouraged to present their information technology proposals to the Board for review.

    d. The Board should consider developing a recommended base-line of technology so that agencies are prepared to implement integrated justice information systems.

    e. The Board, through the Technical Committee, should vet and approve standards and distribute them to local and county agencies. Standards such as the Global Justice XML Data Model (GJXDM), the National Information Exchange Model (NIEM), and various Information Exchange Packet Documents (IEPDs) should be the first to be vetted to ensure they meet Illinois' needs.

2. **Extend outreach efforts.**

    a. This category of items is intimately related to IIJIS's role and responsibilities to local and county integration efforts.

    b. Several new documents are being developed by the various IIJIS subcommittees. For example, several scenarios and business cases are being created in preparation for the tactical plan and the first volume in the Privacy Policy Guidance series is nearing completion as well. This increases the need for communication between the subcommittees and the Outreach Committee to ensure that these documents are distributed to those practitioners and legislators who need them to make integrated justice decisions.

    c. Future newsletters should focus on the most important things that IIJIS can tell local and county justice agencies. They should also be a mechanism to help track and connect integration efforts across the state.

    d. To help understand IIJIS documents and publications, a uniform glossary of terms should be developed by the Implementation Board

3. **Project implementation**

    a. There is no substitute for giving the business cases the depth of treatment they deserve. However, once complete, the business plans should be distilled into 2-3 page documents that provide: (A) an assessment of the benefits that will be obtained, (B) an investment analysis that focuses on consistent and comprehensive measures; and (c) an achievability discussion.

    b. The IIJIS subcommittees should become more action-oriented. Each group should have some type of deliverable every 90 days. Action plans should clearly identity deliverable and when they will be complete.

    c. For purposes of drafting Requests For Proposals (RFPs), the Board should consider developing boilerplate data quality and privacy requirements for integrated justice information systems. Requirements may include minimum meta-data requirements and audit standards as well as provisions that mandate the protection of personally identifiable data against risk of loss, unauthorized access or disclosure, and inappropriate modification or destruction.

    d. Consider training as an investment instead of a cost.

    e. Explore hiring additional staff to support each IIJIS committee.

4. **Utilize performance and benefits management tools**

a. Because of recent reductions in available grant funds, performance measures are taking on a greater role. The Board should investigate tools that can be used to determine the needs, efficiency, and outcome measures for integrated justice information system like the one being developed at the University of New Orleans.

b. Benefits management tools, like those used in the United Kingdom during the development of their Criminal Justice System IT program. The Board should consider adding a benefits management analysis to the project proposals that will be contained in the IIJIS Tactical Plan

5. Complete the development of the IIJIS Privacy Policy

a. Each speaker mentioned addressing the public's privacy concerns at some point in their presentation. While it was frequently mentioned only apologetically and often as a footnote, this was better than not mentioning the importance of privacy at all. The Board should explore the available training offered by the International Association of Privacy Professionals.

b. Several breakout sessions revealed that the technologies that improve the sharing of information are the also the same technologies that implement privacy policies. The business cases developed by the Board will play an important role in building trust with the public over the collection, use and sharing of justice information.

c. Over the course of the Symposium, the following privacy policy ideas were raised and will be reviewed by the Privacy Policy Subcommittee:

    i. Explore the fact that after a set period of time information becomes stale and should be updated before it is relied upon.

    ii. Audit standards should be developed that take into account celebrity inquiries and the data and time of and inquiry compared with the requestor's work schedule.

    iii. Develop viable enforcement mechanisms (e.g., strict liability), but beware of "atom bomb" type penalties that are never utilized because they are too severe or too difficult to implement.