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Enhancing Timely Decision Making

Through Statewide Information Sharing.

On behalf of the members of the Illinois Integrated Justice Information System (IJIS) Implementation Board, I would like to invite you to the 2005 IJIS Summit on Integrated Justice Systems.

The Summit will be held on Thursday, June 9, 2005 at the Hilton Lisle/Naperville Hotel located at 3003 Corporate West Drive, Lisle, Illinois. Attendance is free. It will begin at 8:00 AM and last until 4:30 PM with additional time afterward to visit with vendors. Registration is required. You may register on-line at www.icjia.state.il.us/IJIS.

I hope that you or a member of your staff will be able to attend this important meeting. Advances in computer technology are dramatically changing the face of criminal justice, and justice agencies throughout the country are embarking upon improved information sharing initiatives.

In order to ensure that Illinois is keeping abreast of these advancements in technology, Governor Rod Blagojevich has charged the IJIS Board with developing an integrated justice improvement plan for Illinois.

The integration summit is being called to share the activities of the IJIS initiative with members of municipal and county government and to seek your cooperation in extending integration activities to the local level.

Topics to be discussed include: national efforts at justice integration, the history and status of the IJIS initiative, strategic planning for justice integration, and a review of the I-CLEAR project. There will also be exhibits by justice integration vendors displaying the latest integrated justice solutions including court, prosecutor, and probation management systems.

Further information about the IJIS Summit can be obtained on the IJIS website or by contacting the Illinois Criminal Justice Information Authority. I hope that you can join us. Attendance is limited to the first 300 to apply, so please register early.

Sincerely,
Lori G. Levin
Chair, IJIS Implementation Board

IJIS
Illinois Integrated Justice Information System

**2005 IJIS Summit on
Integrated Justice Systems**

Hilton Lisle/Naperville
3003 Corporate West Drive, Lisle, IL 60532
Thursday, June 9, 2005
8:00 a.m. - 4:30 p.m.

SAVE THE DATE!

This Summit is for ALL integrated justice information systems DECISION MAKERS

For more information visit our website at www.icjia.state.il.us/IJIS

IIJIS Committee Reports

The work of the Implementation Board has been divided among four committees: (1) the Planning and Policy Committee; (2) the Technical Committee; (3) the Outreach Committee; and (4) the Funding Committee. An Executive Steering Committee has also been formed, consisting of the chairperson of each IIJIS committee and two additional board members, to coordinate the IIJIS effort. The activities of each of these committees are outlined below.

Planning & Policy Committee

The IIJIS Planning & Policy Committee has been focused on developing the IIJIS Privacy Policy, identifying high-level business issues, developing the business case to resolve those issues, and prioritizing the resulting projects. In order to accomplish this work, the IIJIS Planning & Policy Committee has established the following subcommittees: the Privacy Policy Subcommittee, the Homeland Security Workgroup, the Law Enforcement Agencies Data System (LEADS) Improvements Subcommittee, the Criminal History Improvements Subcommittee, and the Incident Level Data Subcommittee. A brief description of the work of each of these subcommittees follows:

Privacy Policy Subcommittee

Over the past 12 months, the Privacy Policy Subcommittee has made great progress in the development of the IIJIS Privacy Policy. After reviewing how the criminal history repository currently implements fair information practices, the subcommittee transitioned to identifying privacy issues that should be addressed in the final policy. These issues were then compiled into a twenty page itemized list of the privacy challenges facing the integration initiative.

Currently in draft form, the issues document raises privacy concerns ranging from how information on police contact cards and incident reports should be used, to determining just how open justice information management practices should be. Once completed, the issues document can help guide the development of an IIJIS privacy policy as well as the policies of other states engaged in similar integration initiatives. To our knowledge, no other state has compiled a similar listing of privacy challenges that confront the enhanced sharing capabilities of an integrated justice information system.

At the time of this report, the Privacy Policy Subcommittee has drafted the first phase of the privacy policy, which was then presented to the IIJIS Implementation Board. This first

phase of the policy addresses the sharing of traditional justice information in Illinois and include the subcommittee's recommendations regarding the appropriate use of victim and witness information.

This phase will serve as the foundation for subsequent phases of policy development that will address other more diverse issues. The subcommittee has also been working closely with the Department of Justice, GLOBAL Advisory Committee's Privacy and Information Quality Working Group. IIJIS Privacy Policy Subcommittee members are drafting sections of a GLOBAL workbook to help policy makers create a privacy policy for their jurisdiction.

The workbook will contain a case study that explains how the IIJIS initiative is developing its privacy policy. Additionally, GLOBAL would like to offer the IIJIS privacy policy as an example to other states. Because of the subcommittee's work with the GLOBAL group, the IIJIS privacy policy has the potential to affect the development of privacy policies throughout the nation.

Homeland Security Workgroup

In 2004, the Homeland Security Workgroup developed the Concept of Operations for an Illinois Homeland Security Scenario. It is also developing the Illinois homeland security scenario for information sharing to identify the future functions, range of information exchanges, and interactions needed among Illinois' public safety and private partners to prevent and respond to homeland security events.

LEADS Improvements Subcommittee

This subcommittee was established in November 2004 to identify needed improvements to LEADS. The subcommittee has begun its work by examining issues related to the issuance of warrants and orders of protection.

Criminal History Improvement Subcommittee

This subcommittee was established in November 2004 to identify needed Criminal History Record Improvement System enhancements. The subcommittee has begun its work by examining arrest booking and rap sheet issues.

Police Incident Level Data Subcommittee

This subcommittee was established in November 2004 to identify police incident reporting issues, and to develop a business case to resolve those issues.

Funding Committee

The Funding Committee is continuing to identify potential sources of revenue. It is expected that the work of the Funding Committee will take on increased significance once the tactical plan is completed and specific projects are identified.

Technical Committee

The IJIS Technical Committee has set about the process of adopting standards for interagency exchanges of justice information. Committee members have identified categories of standards (e.g., data formats, communications, and security) that are needed for the common justice data exchanges documented in the IJIS Strategic Plan. These exchanges consist primarily of those used by justice decision-makers to access offender record information, and those that are part of conventional intracounty workflow exchanges that proceed from the point of arrest to agencies at subsequent stages of offender processing (prosecution, bond/detention, adjudication, corrections, etc.). A work group was formed to begin inventorying the standards that are already actively in use as industry-accepted standards or are endorsed by criminal justice oversight groups and standards-setting organizations. A framework was subsequently created and approved for a standards review process and the establishment of criteria for adoption. The committee then voted to recommend that the full IJIS Implementation Board adopt three sets of justice exchange standards. One is the Global Justice XML Data Model, a multi-use standard for data formatting, which was recommended as a best practice. The other two are specifications for submitting fingerprints to the state criminal history repository and for interfacing to Illinois State Police LEADS. Both require mandatory compliance by participating agencies.

Outreach Committee

The Outreach Committee, established to communicate the goals, objectives, and vision of the IJIS initiative, has made great strides. Its strategy has focused on disseminating information about integration to the Illinois justice community. The following is a review of recent committee activities and accomplishments. The report is by subcommittee. In addition, the 2005 Illinois Integrated Justice Summit is discussed.

Presentations Subcommittee

The Presentations Subcommittee has launched a campaign to recruit members of the justice community to champion the integration cause for their respective agency and/or jurisdiction, using print and audio materials developed by the Outreach Committee. These include an IJIS PowerPoint presentation about justice integration, a champion letter, and a response card - materials designed with the purpose of communicating the vision of the IJIS effort to justice stakeholder groups. Members of the Outreach Committee have also made several presentations to various groups including the Illinois State's Attorneys Association and the Illinois Association of Court Clerks.

Educational Materials Subcommittee

The Educational Materials Subcommittee, in conjunction with IJIS staff, developed and released the first two elec

tronic issues of the IJIS Newsletter. The distribution included all justice associations in Illinois, those on the IJIS mailing list, and others who have signed up to become champions for integration. The subcommittee is also developing two marketing pieces, a one-page bulletin on local and national integration efforts, and a one-page handout on the cost/benefit of integration, to add to existing marketing materials. In addition, the Subcommittee is in the beginning stages of developing marketing material directed at other target groups including potential funding sources and civic groups, in accordance with the marketing plan.

Media Strategy Subcommittee

As part of the media strategy plan, the Media Strategy Subcommittee has identified media and print outlets for the marketing of the Illinois integrated justice initiative. This subcommittee has identified several television programs that could provide exposure for the Illinois integration initiative. The Cook County Circuit Court Clerk offered to dedicate the quarterly Cable Access Network Television (CAN-TV) Show, Clerk of the Court Live, to the Illinois integrated justice effort. A proposal was drafted, with information about the possible program dates, interviewers, guests, interview questions, transparencies, and other projector materials. Additionally, subcommittee members researched opportunities for taping five-minute spots on Newsmakers, a news segment that feeds into CNN Headline News. The air times and markets can be controlled by the IJIS Implementation Board. Additionally, there are 30- or 60-minute forum style programs available to IJIS for discussions about integrated justice. The program would be produced and distributed through Comcast Cable.

2005 IJIS Summit

To further reach out to the Illinois justice community, the Outreach Committee proposed an integrated justice summit to bring awareness to various stakeholders about the importance of improving the quality, accuracy, accessibility, and timeliness of criminal justice information. The summit will include: stakeholders from across Illinois, guest speakers lecturing about best practices in the field, vendors providing demonstrations of the newest technological solutions, and executives and project managers networking with others, sharing experiences about the integration projects currently underway in their respective areas. With approval from the Implementation Board, an IJIS Summit Planning Group was formed and has begun working out the details for the summit. The committee has organized itself into several workgroups: publicity and promotions, program development, financial, registration, and volunteer and setup. These workgroups identified potential dates and locations for the event, and program content including discussions about integration with national, state, and local experts. These workgroups also outlined a marketing strategy for communicating the event to justice stakeholders across the state.

The Technology Assistance Report

Summary and the Implementation Board's Responses

The Technology Assistance Report drafted by the consultants from the IJIS Institute and SEARCH provided recommendations in four primary subject matters: (1) governance structure, (2) detailed planning, (3) role definition, and (4) project management. The report was very thorough and each area included several recommendations for the Implementation Board's consideration. On October 20, 2004, the IJIS Implementation Board convened to discuss the report's findings and address each of its recommendations. The report's recommendations and the Board's responses to each of them follow.

1. Governance structure

There were three recommendations under the section addressing IJIS' governing structure. Specifically, the report suggested that (a) additional representation from the state courts be added to the board, (b) that the executive steering committee serve a more decisive role, and (c) that an operational committee be developed that focuses on justice and public safety operations and business requirements

(a) In response to the report's first recommendation, Director Levin sent a letter to Chief Justice Mary Ann McMorro of the Illinois Supreme Court requesting an audience. Additionally, the director contacted Judge Paul P. Biebel Jr., Chief Judge of the Circuit Court of Cook County, Criminal Division, who agreed to assist the Implementation Board as a non-voting participant. (b) After some discussion as to the role of the Executive Steering Committee, the Board empowered the Executive Steering Committee to make operational decisions but retained the power to make policy decisions. Furthermore, decisions made by the steering committee, along with any minority reports, will now be communicated in a timely manner to board members to keep them informed and to provide them with an opportunity to object. (c) While the Board agreed with the concept of focusing on justice and public safety operations and business requirements to develop a tactical plan for the integration of information systems, it was the consensus of board members that an additional committee was not necessary. Rather, the board retained the current committee structure with the understanding that additional working groups would be created to focus on specific business case issues. These issues would eventually form the basis of the tactical plan recommended by the report.

2. Detailed planning

The report outlined several recommended steps that should take place during the detailed planning process that is necessary for the IJIS initiative to move toward the development of a tactical plan. The recommended steps included: (a) conducting a Justice Information Exchange Model (JIEM) analysis state-level dataflow; (b) adopting a business perspective in which operational needs are identified and candidate projects are identified to fill those needs; and (c) creating a more detailed set of technical standards and business rules. The report suggested that the tactical plan be allowed to guide the integration of justice systems in Illinois.

Instead of addressing each of the components of the detailed planning process as they were contained in the technology assistance report, the Board directed its committees to move forward with the development of a detailed tactical plan to take the project into its implementation phases. As one of the first steps, the Planning and

Policy Committee was instructed to identify the specific information sharing needs identified in the Scenario Gap Analysis and develop plans to address those needs.

3. Role definition

The report called for the IJIS initiative to more clearly define the state and local roles with regard to the exchange of justice information. The advisors from SEARCH and the IJIS Institute explained the characteristic differences between state and local exchanges:

Local exchanges - Local exchanges tend to focus on efficiently enabling the everyday workflow between local entities, as well as response to and prevention of crimes and incidents, and case processing. State exchanges - State exchanges are primarily focused on maintaining statewide information on subject identification, status and history that are consumed by all agencies making decisions during critical events. Examples of state exchanges include, among others: (a) biometric identification, (b) warrant issuance and recall, (c) disposition and conviction reporting, and (d) access to probation conditions.

The report suggested that IJIS, as a state-level initiative, focus its attention on fostering those key state-level information exchanges that help all jurisdictions share subject identification, status, and history information. Specifically, the state should set policy and standards for the state-level exchanges while the local entities remain free to implement local exchanges in the most effective way to meet their needs.

The Implementation Board adopted the technology assistance report's explanation regarding the differing state and local roles in justice integration planning. The Board will use that explanation to help frame the integration business requirements that will comprise the tactical plan, and ultimately guide the development of integrated systems in Illinois.

4. Project management

The report recommended the development of a Project Management Office ("PMO") to design, budget, track, and implement the IJIS tactical plan. The PMO was suggested to improve coordination of statewide integration projects and to align them with the strategic goals of the state. As envisioned by the technical advisors, the PMO would assist in the detailed planning efforts, monitor the progress of integration projects over time, and guide any necessary changes in the implementation efforts to better satisfy the state's needs. Because of the IJIS initiative's scope and complexity, the Board agreed that project management efforts were indeed necessary. While project management reports and functions were initially generated during the development of the Strategic Plan, those efforts had, in recent months, been absent from the project. It was the Board's position that the IJIS initiative already had a PMO in the form of IJIS staff. The Board directed project staff to perform the functions of the PMO by more closely following the instruction of the technology assistance report.

EXPRESSING THE BOARD'S APPRECIATION

The Board requested Chairwoman Levin to draft a letter thanking SEARCH, the IJIS Institute and the Bureau of Justice Assistance thanking them for the technical assistance work they provided to the IJIS initiative. Those letters were sent to their recipients on November 15, 2004.

How to be a Champion

Although the integration of criminal justice has been in the planning stages for a number of years, the continual threat of terrorism, the serial sniper rampage in the Washington D.C. area, the Illinois Capital Building shooting incident, the possibility of an unregistered sex offender driving your children or grandchildren's school bus, or innocent people being unjustly arrested because they bear the same name as an offender who has an active arrest warrant is loudly signaling the imminent necessity for justice agencies to integrate.

Our world has been forever changed and we must move forward without delay to establish the bedrock foundation for our national, statewide and local homeland security. Presently the costs associated with the fragmented criminal justice system are high and the system is not very efficient. The taxpayers in the State of Illinois deserve better. We are asking for your support in becoming a Champion and recommending additional Champions.

Integration is the ability to access and share critical information at key decision points throughout the justice enterprise. This concept has always been the backbone of all detailed criminal investigations but now we can eliminate the waste and inaccuracies of redundant data entries and share all crucial information instantly with every justice agency at the county, state and even the federal level. The technology is now available to make this integration a reality and there is no time to waste.

Justice agencies in the State of Illinois resoundingly support Illinois' plan to integrate our criminal justice system. The research conducted by the Illinois Integrated Justice Information System (IIJIS) Governing Board evaluating the current state of integrated justice in Illinois has confirmed the absolute necessity for interoperability between all our criminal justice agencies. While there appears to be a significant amount of automation within police departments in Illinois, the survey found that there is almost a total lack of electronic data sharing between municipal police and county sheriff departments and the other components of the criminal justice system. Also, there is minimal or no sharing of information between the 102 counties in the State of Illinois, and the sophisticated criminals and terrorists are well aware of our deficiencies.

In order for this plan to succeed, it is essential that it receive your unwavering support and commitment. We are not asking you to dip into your already strapped budget. This project requires no General Revenue funding this year. Funding to this point for the planning effort has been provided through federal grant funds. Please keep in mind, that in the long run, every dollar spent in sharing information will make the system more efficient and has the potential to reduce labor costs and more importantly, enhance public safety. Those remedial costs for 9-11 are literally incalculable.

This is a win, win situation. As a result of this plan, Illinois will experience a greatly enhanced system of justice, public safety, and homeland security. By planning our integration to interface with national standards, we will be at the forefront of the nationwide effort to guarantee our children and our families the protection that they deserve in this great country; protection that we dare not ignore at this most critical time in our history.

As with any project of this magnitude, its success is dependent upon the passion and commitment of the people who are dedicated to making it a reality. We need people throughout the state who will pledge to champion this quintessential cause. We are asking for you to take the time to find individuals in your county who will seize the day and will truly commit to being dedicated "champions" of criminal justice integration in Illinois.

We greatly appreciate your attention to this most critical project and we anxiously await your response. The essence of integration is cooperation. This project cannot succeed without a commitment from everyone in the Criminal Justice system. This shared goal will benefit the entire State of Illinois. You can begin to fulfill your commitment right now by pledging your support, sponsoring a demonstration, or hosting a meeting. Also, if you have any questions or would like any additional information we will be glad to assist you. We welcome your feedback, input and ideas.

Please respond to this endeavor by e-mailing ijjis@icjia.state.il.us, by completing an the on-line form at <http://www.icjia.state.il.us/IIJIS/public/index.cfm> or by sending in the form on the next page.

IIJIS Champion Form

Yes, I would like to be a **Champion** for the IIJIS project.

Name _____ Title _____
Organization _____ County _____
Address _____ Telephone _____
City _____ State _____ Zip Code _____
Email _____

Yes, I would like to recommend a **Champion** for the IIJIS project.

Champion Name _____ Title _____
Organization _____ County _____
Address _____ Telephone _____
City _____ State _____ Zip Code _____
Email _____
Comments _____

For more project information,
please contact Mark Myrent, IIJIS
Project Manager, at (312) 793-8550
or mmyrent@icjia.state.il.us



Don't Forget

**The 2005 IIJIS Summit
on Integrated Justice is
Thursday, June 9, 2005**

Please see the following page for details



presents

2005 IIJIS Summit on Integrated Justice **A One-Day Summit on Integrated Justice Systems**

To Enhance Timely Decision Making Through Statewide Information Sharing

Thursday, June 9, 2005

Hilton Lisle/Naperville

3003 Corporate West Drive, Lisle, IL 60532

(Reserved Discount Rooms Are Available)

Registration: 8:00 a.m. Summit: 9:00 a.m. Wrap-up: 5:30 p.m.

FREE/Limited 300 seats, so REGISTER NOW!

Register On-line at www.icjia.state.il.us/IIJIS or call (312) 793-8550

Exhibit Space available for interested vendors

One of the biggest problems currently facing the nation's criminal justice system and homeland security efforts is the lack of accessible, timely and complete criminal history data. Without such facts, law enforcement and criminal justice professionals are too often forced to make life or death decisions based on incomplete and sometimes inaccurate information.

To address this issue, the IIJIS (Illinois Integrated Justice Information Systems) Implementation Board, appointed by Governor Rod Blagojevich, has developed a plan to share crucial information *instantly* with every justice agency at the county, state and even the federal levels. Since integration is the ability to access and share critical information at key decision points throughout the justice enterprise, its success is dependent upon the passion and commitment of the people who are dedicated to making it a reality – YOU!

We need people throughout the State of Illinois who will pledge to champion this meaningful cause. We ask that you take the time to attend this important summit on criminal justice integration in Illinois. We welcome your expertise, knowledge, input and ideas.

Who Should Attend?

Appellate Defenders, Appellate Prosecutors, Attorney General staff members, Chief Judges, Chiefs of Police, Circuit Judges, County Board Presidents, Court Clerks, Court Services & Probation staff, Mayors, Public Defenders, Sheriffs, State's Attorneys, State Senators, State Representatives, Supreme Court Justices, Trial Court Administrators and other experts in the field.

Summit Topics

What is integration? The history and status of the Illinois initiative. The strategic planning for justice integration. Privacy concerns. Review of the I-CLEAR project. National efforts in justice integration. How you can help? The benefits of integrated justice?

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