



2006 Annual Report

IIJIS Implementation Board



**ILLINOIS
INTEGRATED
JUSTICE
INFORMATION
SYSTEM
Implementation Board**



120 S. Riverside Plaza
Suite 1016
Chicago, Illinois 60606

Tel: (312) 793-8550
Fax: (312) 793-8422
TDD: (312) 793-4170

www.icjia.state.il.us/ijjis

To the Governor and the Honorable Members of the Illinois General Assembly:



Lori G. Levin

On behalf of the members of the Illinois Integrated Justice Information System (IJIS) Implementation Board, I am pleased to present the 2006 Annual Report. This report outlines the current activities of the Board toward the enhanced sharing of justice information throughout Illinois.

Last year, the Implementation Board hosted a statewide Integrated Justice Summit. More than 200 justice officials from 28 Illinois counties attended the event. The summit promoted the coordination of state and county efforts to improve justice information sharing and introduced the justice community to integration resources. Summit participants heard presentations regarding the global principles of information sharing, building business cases for justice integration, the history and current status of the IJIS initiative; how to address privacy concerns, and the progress of the Illinois Citizen and Law Enforcement Analysis and Reporting (I-CLEAR) system.

Additionally, the board has made substantial progress toward the development of a statewide comprehensive privacy policy that will guide the collection, use, and sharing of justice information in a manner that is sensitive to individual privacy interests.

The Board has continued its efforts to develop a tactical plan that will take the IJIS initiative into its implementation stage. Several business cases that identify integration needs, inventory available resources, and outline practical solutions are being finalized and will be incorporated into the plan.

Project documentation as well as the meeting materials and work products of the Board's various committees are available to the justice community and the public from the IJIS website: www.icjia.state.il.us/ijjis.

The Board's mission of improving the use of justice information is a collaborative effort involving all units of government in Illinois. With the support of these groups and the legislature we are confident that we can create a comprehensive integrated justice strategy that will fulfill the needs of government, while protecting the privacy rights of individuals.

A handwritten signature in black ink, appearing to read "Lori G. Levin".

Lori G. Levin
Chair

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Mission

Created in 2003 by Executive Order No. 16, the IIJIS Implementation Board is an intergovernmental effort dedicated to improving the administration of justice in Illinois by facilitating the electronic sharing of justice information throughout the state. It is a collaborative effort charged with enhancing public safety by making complete, accurate, and timely offender based information available to all justice decision makers regardless of whether they are police officers, prosecutors, probation officers, or corrections officials.

The executive order directs the Implementation Board to address the challenges identified in the IIJIS Strategic Plan and to set goals and objectives for future justice information systems. The Implementation Board promotes the electronic sharing of justice information by coordinating the development, adoption, and implementation of plans for systems designed to help positively identify individuals, to provide offender status and history information, to electronically exchange case information as it flows through the justice system, and to share police incident report data.

The responsibilities of the Implementation Board center on promoting the integration of justice information systems and include: coordinating the development of systems that enhance integration; establishing standards to facilitate the electronic sharing of justice information; protecting individual privacy rights related to the sharing of justice information; and coordinating the funding of integration efforts.

Powers, duties, and responsibilities of the Implementation Board

- (a) To promote the integration of justice information systems in Illinois
- (b) To coordinate the development, adoption and implementation of plans and strategies for sharing justice information
- (c) To coordinate the development of systems that enhance integration
- (d) To establish standards to facilitate the electronic sharing of justice information
- (e) To promulgate policies that protect individuals' privacy rights related to the sharing of justice information
- (f) To apply for, solicit, receive, establish priorities for, allocate, disburse, grant, contract for, and administer funds from any source to effectuate the purposes of the executive order
- (g) To promulgate rules or regulations as may be necessary to effectuate the purposes of this executive order
- (h) To report annually, on or before April 1st of each year to the Governor and the General Assembly, on the Board's activities in the preceding fiscal year
- (i) To exercise any other powers that are necessary and proper to fulfill the duties, responsibilities, and purposes of this executive order and to comply with the requirements of applicable federal or state laws or regulations

Composition and Membership

The Illinois Integrated Justice System Implementation Board is comprised of 26 members of the justice community who serve without compensation. A full-time professional staff supports the Board's activities and is headquartered at the Illinois Criminal Justice Information Authority in Chicago. They are supplemented by additional staff assigned to the Illinois State Police.

A chairperson, who was elected by its membership, leads the Board. Implementation Board members include:

Lori G. Levin, Chair

*Executive Director
Illinois Criminal Justice Information
Authority*

Dorothy Brown, Vice Chair

Clerk of the Circuit Court of Cook County

Larry Trent

*Director
Illinois State Police
Ken Bouche, designee*

Lisa Madigan

*Illinois Attorney General
Ellen Mandeltort, designee*

Jesse White

*Illinois Secretary of State
Irene Lyons, designee*

Paul Campbell

*Acting Director
Illinois Department of Central Management
Services
James Matthews, designee*

Roger E. Walker Jr.

*Director
Illinois Department of Corrections
Sharon Shipinski, designee*

Philip J. Cline

*Superintendent
Chicago Police Department
Ellen Scrivner, designee*

Richard A. Devine

*Cook County State's Attorney
Adrienne Mebane, designee*

Michael Sheahan

*Cook County Sheriff
Marjorie O'Dea, designee*

Catherine Maras O'Leary

Cook County Chief Information Officer

Edwin Burnette

Cook County Public Defender

Rod Ahitow

Illinois Juvenile Justice Commission

Robert Howlett

Illinois Sheriffs' Association

Michael Waller

Illinois State's Attorneys Association

Pamela McGuire

Illinois Association of Court Clerks

Michael Torchia

Illinois Probation and Court Services Association

Ronald Lewis

Illinois Public Defender Association

Michael Tardy

Judicial branch liaison

Skip Robertson

Judicial branch liaison

The Implementation Board would also like to thank the following individuals for their participation. Their assistance has proven invaluable and we appreciatively acknowledge their contributions.

Kate Kirby

Chicago Crime Commission

Paul P. Biebel, Jr.

*Presiding Judge, Criminal Division
Circuit Court of Cook County*

Doug Bowie

Administrative Office of the Illinois Courts

Composition of the Implementation Board

- The Attorney General or his or her designee
- The Secretary of State or his or her designee
- The Executive Director of the Illinois Criminal Justice Information Authority
- The Director of the Illinois State Police
- The Director of the Illinois Department of Central Management Services
- The Director of the Illinois Department of Corrections
- The Director of Technology in the Governor's Office
- The Superintendent of the Chicago Police Department
- The Cook County State's Attorney
- The Cook County Sheriff
- The Clerk of the Circuit Court of Cook County
- The Cook County Chief Information Officer
- The Cook County Public Defender
- A member of the Illinois Juvenile Justice Commission appointed by the Chair of the Illinois Juvenile Justice Commission
- A representative appointed by the Illinois Association of Chiefs of Police
- A representative appointed by the Illinois Sheriffs' Association
- A representative appointed by the Illinois State's Attorneys Association
- A representative appointed by the Illinois Association of Court Clerks
- A representative appointed by the Illinois Probation and Court Services Association
- A representative appointed by the Illinois Public Defender Association
- A member of a county board other than Cook County appointed by the Governor
- A mayor, president, or manager of an Illinois municipality appointed by the Governor
- Two members of the general public appointed by the Governor
- Two non-voting liaisons from the Judicial Branch appointed by the Supreme Court

Committee reports

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

Planning & Policy Committee

In addition to supporting the development of a statewide privacy policy, the Planning & Policy Committee has taken the *Scenario for Information Sharing in Illinois* and identified the most important types of information that are currently not available to justice decision makers in a complete and timely manner. During the past year, the committee has focused on developing business cases that explain why these types of information are not easily accessible and what steps can be taken to ensure that police, prosecutors, courts, and corrections officials have the information they need to make sound decisions. This work is being performed by various subcommittees that were established to address the issues surrounding orders of protection and warrants; criminal history record information, booking, and rapsheet improvements; and standardized police incident reports. These business cases will play a substantial role in the development of the IIJIS Tactical Plan.

PRIVACY POLICY SUBCOMMITTEE

The Privacy Policy Subcommittee was established in 2003 to examine the privacy issues created by the integration of Illinois' justice information systems. Specifically, the subcommittee is charged with developing policies to ensure that the enhanced sharing of justice information, made possible through advancing information technologies, is carried out in accordance with Illinois law and its citizens' reasonable expectations of privacy.

While several technologies exist that help justice agencies exchange electronic data, clear and understandable rules for collecting, using, and disseminating the vast stores of data maintained by the Illinois justice system are lacking. The subcommittee has made substantial progress in establishing a comprehensive set of practical policy guidelines that simultaneously empower and constrain justice officials by explaining what data practices are permitted.

The subcommittee is considering its first in a series of documents that will guide justice practitioners and system designers in the appropriate collection, use, and dissemination of information throughout the Illinois justice system. This document, entitled "*Privacy Policy Guidance for Illinois Integrated Justice Information Systems Volume 1*," sets forth the structure and components of the comprehensive privacy policy; announces six principles of responsible use of justice information in Illinois; and contains provisions that conform to existing federal and state requirements concerning the proper treatment of justice information and reflect the subcommittee's recommendations where those laws are silent. It focuses on the traditional justice information sharing because this data

underlies the day-to-day operation of the justice system. The subcommittee expects the first volume of *Privacy Policy Guidance* to be completed and made available in spring 2006.

The subcommittee continued to work closely with the Global Advisory Committee's Privacy and Information Quality Working Group. Subcommittee members assisted in the development of Global's *Privacy Policy Development Guide*, which also held out IIJIS privacy efforts as a model to other jurisdictions planning to create privacy policies.

The subcommittee in 2005 also completed and published a comparison of official and unofficial sources of criminal history record information. This review compared the completeness of privately compiled rap sheets with the data contained in the State's official repository. Staff presented the findings of this comparison to representatives from the Bureau of Justice Statistics (BJS) and SEARCH at their Internet Criminal History Record Information Project Advisory Group Meeting in Washington DC. SEARCH and BJS will be conducting a similar review in a more scientific manner and on a nationwide scale.

Lastly, the subcommittee agreed to help Illinois State Police develop an information sharing policy for the Illinois Citizen & Law Enforcement Analysis and Reporting (I-CLEAR) system. The primary component of I-CLEAR is a data warehouse that will store personally identifying information and connect individuals to additional categories of data about them. Eventually, it will collect criminal history records, photographs from the Illinois Secretary of State and Sex Offender Registry, and data contained in police incident reports from across the state. Helping develop a privacy policy for a system of this magnitude will give subcommittee members and IIJIS staff experience and knowledge that can be directly applied to the continuing development of the *Privacy Policy Guidance* publications.

ORDERS OF PROTECTION & WARRANTS SUBCOMMITTEE

When the *IIJIS Strategic Plan* and *Scenario for Information Sharing* were being developed, validation discussions with practitioners revealed that some orders of protection and warrants are not being entered into LEADS and those that are frequently are not entered within 24 hours of issuance. The Orders of Protection & Warrants Subcommittee was directed to address the electronic accessibility of warrants and orders of protection throughout Illinois.

The subcommittee is developing a business case that identifies the issues involved with ensuring that justice practitioners have access to statewide warrant and orders of protection information. Once complete, this business case will be incorporated into the IIJIS Tactical Plan that will identify and prioritize information technology projects that will improve the electronic accessibility of warrant and order of protection information to law enforcement officials throughout the state and nation.

STANDARDIZED BOOKING & RAPSHEET SUBCOMMITTEE

The Standardized Booking and Rapsheet Subcommittee will develop a business case for the standardization of the electronic reporting, maintenance, and dissemination of criminal history information. The subcommittee began by identifying current reporting standards for Illinois' justice agencies. Once the current standards were understood, the group worked to pinpoint existing issues that may hinder the quality, and, consequently, the usefulness, of the criminal history information system.

The subcommittee reported that unequal resources, use of older, non-standardized computer systems, and confusion over some reporting requirements contribute to the inability of justice agencies to share information in an efficient and effective manner. Recommendations for consideration included securing grant funds to support those communities with limited technology resources, standardizing state criminal history record information reporting forms, using the Global Justice XML data modeling software currently being developed at the national level, increasing the available training for local-level justice agencies, and possibly installing livescan technology in Illinois courtrooms that will collect electronic images of individuals' fingerprints.

The Standardized Booking and Rapsheet Subcommittee developed a 12-month action plan that delineates the activities the subcommittee will undertake in coordination with other IIJIS committees to support the development of the tactical plan. Specifically, the subcommittee will:

- Provide information to the Outreach Committee for the development of educational and informational materials.
- Supply the Planning & Policy Committee with information to support policy recommendations.
- Research the benefits of collecting electronic images of individuals' fingerprints while they are present in the courtroom.
- Develop recommendations for the development of standardized criminal history record information reporting forms.

POLICE STANDARD INCIDENT REPORT SUBCOMMITTEE

The Police Standard Incident Report Subcommittee was charged with creating a business case for the implementation of a standardized police incident report throughout Illinois. The subcommittee first outlined and described today's law enforcement environment. This work led to the identification of many challenges facing the adoption of a standardized police incident report in Illinois, such as securing legislative support, obtaining funding, improving infrastructure, enhancing technical support, and marketing the program.

After identifying the issues involved, the subcommittee outlined recommendations ranging from initiating legislative support to the implementation of a statewide data repository. The subcommittee's business case is in its final stages of completion and will be presented to the Planning & Policy Committee for incorporation into the IIJIS Tactical Plan.

In the coming year, with direction from the Planning & Policy Committee, the subcommittee members will begin developing a proposed standard incident report for Illinois. The subcommittee will review other state and federal agencies' efforts in this area and examine how Illinois justice agencies utilize the information contained in its police incident reports.

Technical Committee

The role of the Technical Committee has been to assist state and local justice agencies that are planning to build integrated information systems by evaluating and recommending for adoption various types of infrastructure and data exchange standards and ultimately advertising them as the Illinois standard. One of the standards recommended for adoption was the Global Justice XML Data Model (Global JXDM).

The Global JXDM is a standard computer language designed specifically for criminal justice information exchanges. It provides law enforcement, public safety agencies, prosecutors, public defenders, and the judicial branch with a tool to effectively share data and information in a timely manner. The Global JXDM removes the burden from agencies to independently create exchange standards, and because of its nature, there is more flexibility to deal with unique agency requirements and changes. Through the use of a common vocabulary that is understood by various systems, Global JXDM enables the computers from different agencies to efficiently exchange information.

The Technical Committee will take on additional tasks as the Planning & Policy Committee develops the tactical plan. The information technology personnel who comprise the Technical Committee will discuss the current justice information infrastructure in Illinois, recommend an overall integration architecture for the state, and set forth Illinois' justice data exchange standards. Additionally, once the Planning & Policy Committee identifies specific IT projects, the Technical Committee will provide estimated duration, benefits, dependencies, costs, and challenges of building and implementing each project.

Outreach Committee

In 2005, the Outreach Committee focused its attention and resources on planning for the IIJIS Summit, which was held on June 9th, 2005 in Lisle, Illinois. The summit was an inaugural event that drew a diverse gathering of over 200 justice officials from across the state and featured a range of discussions about integration from a global perspective and a local perspective, with emphasis on strategic planning, privacy concerns, and interagency cooperativeness.

EDUCATIONAL SUBCOMMITTEE

In June, the Educational Subcommittee developed and issued the second installation of the IIJIS E-Newsletter. That installment featured updates from the each of the initiative's four primary committees, a summary of the Technology Assistance Report's recommendations and the Implementation Board's responses, and details about the Summit. The newsletter also provided information regarding how to become an IIJIS Champion. Champions support the integrated justice initiative by advocating the need to

develop systems that effectively and efficiently share critical information throughout the justice system. Champions also help spread the word on behalf of IIJIS by hosting presentations for their constituent groups and serving as their liaison to the Implementation Board and its committees. For 2006, the subcommittee will develop the next issue of the e-newsletter and will continue developing materials that highlight the importance of integration.

PRESENTATIONS SUBCOMMITTEE

The goals of the Presentation Subcommittee are to keep the public informed about IIJIS activities through presentations and to recruit members of the justice community to champion the integration cause. To fulfill these goals, subcommittee members provided substantial information regarding integrated justice to summit participants. Members set up and staffed a resource table, complete with reports, brochures, white papers, and other research materials in the area of integrated justice. At the end of the summit, subcommittee members were able to add 35 names to the IIJIS database of Champions, bringing the total number to 58.

Planned activities for the subcommittee include training Champions to deliver substantive presentations in their respective areas to interested stakeholder groups, and to track and maintain a historical listing of IIJIS presentations given to stakeholders.

MEDIA STRATEGY SUBCOMMITTEE

The Media Strategy Subcommittee was instrumental in securing a videographer for the IIJIS Summit. The full Summit video, as well as 80-minute and 60-minute versions, will be utilized for presentations and distributed to local and statewide television stations for airing.

SUMMIT PLANNING SUBCOMMITTEE

The Summit Planning Subcommittee devoted considerable time and effort in coordinating and organizing the IIJIS Summit. The subcommittee will reconvene in spring 2006 to develop plans for the next summit, targeted for spring 2007 in Springfield.

Funding Committee

The Funding committee helped seek approval to fund a Lake County effort to exchange information between its circuit court clerk and state's attorney's offices using the Global Justice XML Data Model. IIJIS staff recommended funding this project because the types of data Lake County sought to exchange electronically were included in the *Scenario for Information Sharing in Illinois* and the exchanges could be reusable in other counties.

The Funding Committee will continue to identify potential sources of revenue. It is expected that the work of the Funding Committee will take on increased significance once the IIJIS Tactical Plan is completed and specific information technology projects are identified.

2005 Summit

On June 9, 2005, the Implementation Board, in conjunction with the Illinois Criminal Justice Information Authority, convened the Illinois Integrated Justice Information System Summit. Spearheaded by the Outreach Committee under the guidance of Clerk Dorothy Brown, the goals of the event were to:

- Introduce and educate the stakeholders of the justice community of Illinois about integration and the efforts underway.
- Establish and promote information sharing partnerships among practitioners of the justice, public safety and homeland security community to effectively service the needs of the public.
- Recruit Champions that will be committed to advocating and supporting the integrated justice efforts in their respective counties and agencies.

About 220 justice officials from northern and central Illinois joined IJIS for a day-long discussion about integration from national, state, and local perspectives, with emphasis on strategic planning, privacy concerns, and interagency cooperativeness.

Illinois Secretary of State, Jesse White welcomed participants to the summit. He emphasized that information sharing is central in improving services to the public and that an efficient means of sharing is key to successful collaborative work across agencies. He also noted that all players in the justice enterprise deserve the tools and resources necessary to carry out the missions of their respective agencies.

Dave Roberts, Principal of Global Justice Consulting, was the keynote speaker. He presented the *Global Principles of Justice Information Sharing*, which featured a discussion of best practices and universal principles of integrated justice information sharing from a global perspective. The discussion included research on integrated justice information system programs in state and local jurisdictions throughout the U.S., and referred to significant initiatives presently underway in jurisdictions around the world.

The next session, *Lessons Learned: Business Case for Justice Integration*, was presented by Lawrence Webster, project manager of SEARCH's Justice Information Exchange Model. He explained that the root causes of fragmented information sharing were antiquated technology, lack of information sharing standards, and the inhibited communication structure of the justice system. He warned that simply sharing information electronically between agencies is not enough. Instead, Mr. Webster stressed the importance of ensuring justice officials have quality data upon which to base their decisions and outlined three primary concerns:

- The information must be complete.
- The information must be accurate.
- The information must be timely.

IIJIS Implementation Board members Lori Levin, executive director, ICJIA (Chair), Kenneth Bouche, deputy director of Information and Technology Command, Illinois State Police (Vice-Chair), Dorothy Brown, Clerk of the Circuit Court of Cook County (Outreach Committee), Marjorie O’Dea, chief of police, Cook County Sheriff’s Police Department (Funding Committee), and Catherine Maras–O’Leary, chief information officer, Cook County (Technical Committee) participated in the panel discussion regarding the history and current status of Illinois’ integrated justice effort. The panel covered activities such as the development of the original IIJIS Strategic Plan and the *Scenario for Information Sharing in Illinois*, recommendations stemming from the Technology Assistance Report, the continuing development of a tactical plan, and the status of the four primary committees.

The lunch presentation provided summit participants with an overview of the Illinois Citizen & Law Enforcement Analysis and Reporting (I-CLEAR) System. Highlighting a partnership that will significantly improve public safety in Illinois, Kenneth Bouche from the Illinois State Police and James Hickey of the Chicago Police Department explained the substantial progress in the development of the I-CLEAR system. Their presentation included a discussion of the challenges involved with the creation of an integrated technology solution to support all law enforcement agencies in Illinois.

Privacy Concerns in the Sharing of Justice Information was presented by Art Sebek of Illinois State Police. He highlighted the need for privacy policies and explained the process being utilized by the IIJIS effort to develop a comprehensive privacy policy for Illinois justice agencies. He also identified national efforts that are currently addressing issues related to privacy in an integrated justice environment.

A “*How To*” *Strategic Planning Workshop*, facilitated by Mark Myrent, former IIJIS project manager, and Carol Gibbs, Illinois State Police Bureau Chief of Field Services, provided summit participants with critical strategic planning methods and techniques to help agencies assess where they are, define their goals, and identify an approach to achieve their goals. The workshop covered how to identify the types of information and stakeholders necessary to guide planning efforts, develop a planning strategy, analyze project goals, and implement individual projects. The IIJIS Strategic Planning process also was highlighted as a best practice.

The last session, *Coordinating State, County and Local Integration Efforts*, facilitated by Dave Roberts, featured Mark Myrent, Carol Gibbs, Craig Wimberly, chief information officer for the Clerk of the Circuit Court of Cook County, Craig Nelson, McLean County’s director of information services, and James Hickey, Chicago Police Department’s Criminal Justice Integration Project manager. Each representative provided an overview of the roles and responsibilities of municipal, county, state, and federal agencies and jurisdictions in supporting the broad objectives of integrated justice information sharing. They also identified major initiatives from their respective jurisdictions that supported those objectives. Following the overview, summit participants were given the opportunity to ask questions.

In addition to the various sessions, summit participants were given the opportunity to meet with 12 leading vendors that offered a full range of justice technology products and services. Vendors onsite included: AmCad; Computer Associates International, Inc.; Computer Project of Illinois,

Inc.; Jano Justice Systems; Maximus; MTG Management Consultants; Northrop Grumman; Oracle; Solution Specialities, Inc.; SPSS, Inc.; and VisionTek, Inc.

The IIJIS Implementation Board would like to acknowledge and thank the following individuals and organizations that made special contributions to the 2005 IIJIS Summit: Steve Baker, Cook County Public Defender's Office; Rosalie Castillo, Illinois Criminal Justice Information Authority; Kim Donahue, Illinois State Police; Cristin Evans, Illinois Criminal Justice Information Authority; Jim Hickey, Chicago Police Department; Robert Howlett, Illinois Sheriffs' Association; Katie Kirby, Chicago Crime Commission; Alan Levin, Cook County Circuit Court Clerk's Office; Robert Lombardo, Illinois Criminal Justice Information Authority; Adrienne Mebane, Cook County State's Attorney's Office; DiAna McCarter, Illinois Emergency Management Agency; Dennis McNamara, Cook County Circuit Court Clerk's Office; Mark Myrent, Illinois Criminal Justice Information Authority; Bryant Payne, Cook County Circuit Court Clerk's Office; Nicole Sims, Cook County Circuit Court Clerk's Office; and Larry Webster, SEARCH.

Privacy policy guidance

The Privacy Policy Subcommittee was established to develop a comprehensive privacy policy that encompasses the collection, use, and dissemination of justice information throughout the entire Illinois justice system. This is a monumental undertaking because countless decisions have already been made concerning justice information practices in the form of statutes and executive agency regulations, and because individual agencies have also developed local policies that interpret and implement the state-mandated requirements in addition to creating policies of their own. The subcommittee has made substantial progress and is finalizing its first in a series of documents that will guide justice practitioners and system designers in the appropriate collection, use, and dissemination of information throughout the Illinois justice system.

This document, entitled *Privacy Policy Guidance for Illinois Integrated Justice Information Systems, Volume 1*, sets forth the structure and components of the comprehensive privacy policy and announces six principles of responsible use of justice information in Illinois. It also contains provisions that conform to existing federal and state requirements concerning the proper treatment of justice information and reflects the subcommittee's recommendations where those laws are silent. The document focuses primarily on the types of information traditionally collected, used, and disseminated about the actors in Illinois' justice system because this data underlies the day-to-day operation of the justice system.

The subcommittee approached this challenge by dividing the vast amount of information collected and maintained by the Illinois justice system into discrete categories so that it could address each one. The subcommittee added to these categories procedural issues intended to address concerns regarding the quality of justice data and citizens' reasonable expectations of privacy. These components were then organized into a framework that was flexible enough to incorporate existing policy and the subcommittee's recommendations where existing policies were silent.

The *Privacy Policy Guidance* series is being developed and published in four volumes. It is the subcommittee's goal to provide agencies with some privacy policy guidance as they develop their systems, rather than after those systems have been completed.

Structure of the IJIS Privacy Policy

Title I. General provisions

Title II. Guidance

- Article 100. Definitions
- Article 200. Information about individuals
- Article 300. Information about incidents
- Article 400. Special categories of information
- Article 500. Intelligence information
- Article 600. Juvenile justice information

Title III. Accountability and transparency

- Article 700. Openness of information management practices
- Article 800. Compliance Audits
- Article 900. Penalties

Title IV. Quality of justice information

- Article 1000. Data quality provisions
- Article 1100. Individuals' rights to access and review justice information

Title V. Review and amendments

- Article 1200. Continuing review
- Article 1300. Amendment process

This incremental approach helps ensure that justice agencies receive sound privacy policy guidance as it becomes available. Additionally, concentrating on one distinct category of information at a time makes the policy development process more efficient by promoting more focused discussions.

Once it is complete, the IIJIS Privacy Policy will help guide the development and use of integrated justice information systems throughout the state. While the policy provisions may impose some additional burdens on justice agencies, it is believed that in the end these procedures will enhance the informational privacy and the safety of all the citizens of Illinois.

Future activities and goals

Development of a tactical plan

The Implementation Board formally assigned the Planning & Policy Committee the task of developing the IIJIS Tactical Plan in accordance with the recommendations contained in the SEARCH & IJIS Institute Technology Assistance Report. The Planning & Policy Committee's three subcommittees have taken the first steps by working to develop business cases that will clearly define their respective problems or issues; validate the need to resolve those issues; and identify and evaluate potential solutions.

However, a tactical plan involves more than the mere compilation of business case documents. First, the Tactical Plan will have to explain its relationship to the prior project documents, such as the *IIJIS Strategic Plan* and the *Scenario for Information Sharing in Illinois*. Second, according to the IJIS Institute and SEARCH technical advisors, a tactical plan should contain a discussion of the current integrated justice environment, a listing of candidate projects by level of priority, and a timeline. As such, the tactical plan will assess methods of acquiring subject identification, history, and status in Illinois. It will also evaluate the candidate projects to determine which ones will have a statewide impact.

Ultimately, the IIJIS Tactical Plan will identify the key projects necessary to implement the Implementation Board's vision of justice integration outlined in the *Strategic Plan* and the *Scenario*. It will also describe the scope of those individual projects and how they

Proposed outline of IIJIS Tactical Plan

I. Introduction

- (a) Explain how the Tactical Plan fits into the IIJIS planning process.
 - (1) The Tactical Plan will set the direction for realizing Illinois's vision of integrated justice contained in the Strategic Plan and the Scenario.
 - (2) The following should result from the Tactical Plan:
 - (A) For each project described in the Tactical Plan, detailed project plans should be developed that include detailed timelines, costs, deliverables, and meet all CMS requirements.
- (b) Explain any assumptions that are relied upon in the Tactical Plan (i.e., funding requirements, building information systems instead of purchasing, etc.).

II. Current integrated justice environment in Illinois

- (a) Assess current methods of acquiring subject identification, history, and status in Illinois.
- (b) Discuss the current justice information infrastructure in Illinois.

III. Recommended Integration Architecture in Illinois

IV. Project Descriptions

- (a) Identify the key projects necessary to implement the visions and objectives contained in the IIJIS Strategic Plan.
- (b) Prioritize projects, taking into account risks, costs, benefits, and dependencies.
- (c) Describe the scope of each project and provide the estimated duration, benefits, dependencies, costs, challenges, and the basis for these estimates.
- (d) Explain how the projects all relate to one another

V. High-Level Integration Timeline

VI. Seek Legislative Approval of IIJIS Projects

relate to each other via the recommended integration architecture.

Completing the tactical plan will involve considerable efforts and resources. The Planning & Policy Committee will reconvene in early 2006 with representatives from each of the four IIJIS committees to develop a framework for moving forward with the development of the IIJIS Tactical Plan. An unofficial due date for the tactical plan has been set for Oct. 31, 2006.

County-level justice systems integration survey

To assist the Implementation Board in keeping informed about the nature and extent of justice integration projects taking place throughout Illinois, surveys were sent to chief information officers of each county. The survey instrument asks each county to explain their integrated justice initiative's governance structure and planning efforts. It also requests information concerning the development of county-level integrated justice systems. Specifically, chief information officers are asked whether the Global JXDM will be incorporated into existing or future information systems and whether the county has adopted any other technology or data exchange standards.

The results of these surveys will enhance the board's understanding of the types of assistance county-level integration projects need from the state. Additionally, the surveys may reveal new county-level integrated justice projects that may serve as future centralized sources of information that will be a critical part of the state's overall integration efforts.