

CJCC Information Sharing and Integration Committee

Information Sharing and Integration Committee Meeting Notes

May 23, 2007

200 N. Main Lower Level Conference Room

Ann Arbor, MI

2:30 p.m. – 4:00 p.m.

Participants Present: Susan Beecher, Troy Bevier, Andy Brush, Karen Edman, Mike Fried, Steve Hiller, Jack Overhiser, Scott Patton, Mark Ptaszek

I. CJCC Retreat Update by Judge Simpson to the Board of Commissioners

Scott reported that Judge Cedric Simpson gave a report to the Board of Commissioners about the CJCC Retreat. Of the eight goals identified in the retreat, one was related to the data information sharing projects that our committee has identified. These were shared with the BOC. In addition, the reports now developed from the data warehouse were described.

II. Reports

There was discussion about the reports from the data warehouse (Jack and Susan will bring back recommendations for a name for it). The reports developed for the CJCC are being revised based on requests coming out the retreat. Lists of inmates assigned to judges are now scheduled to run weekly and are being sent to the courts. Scott reports positive feed back from the courts.

Jack reported that the jail staff have asked for him to run the “banding list” from the data warehouse for them. Jack agreed to have the format changes requested by the jail staff completed by the next time that the jail is in the banding stage of overcrowding. He also agreed to ask Patrick Nachtrieb how much of his time will be saved by using the automated banding list.

III. Project Updates

Warrant Request Project: The Infrastructure Request Allocation (IRA) form, which describes the project and requests the IT resources, has been prepared by Susan, Troy and Steve and has been submitted to Support Services. Susan is working on the Total Cost of Ownership spreadsheet. It will be done by 6/1/07. This project is one of the projects that is part of the On Base enterprise content management implementation. The existing document imaging applications went live today using On Base. Susan will ask Uma about the time frame of our project.

The Defendant Information Form (aka “Green Sheet”): Susan met with Judge Cedric Simpson, Sgt. Randy Casey, Rick Visel, and Patrick Nachtrieb to further discuss automating the Green Sheet. They all felt that the interview with the inmate by the Community Corrections staff was a critical part of the process. Susan will be working on the IRA and the TCO. The issue of hardware that might be needed that should be a part of the jail expansion project was discussed. It was agreed that wireless capability at least in the intake area was needed so that staff can use laptops for interviews.

Electronic Citations: Troy believes that this project would be of benefit to both the officers giving out citations and the courts receiving them. The officers would be able to swipe the driver’s licenses to generate a LEIN query, populate the ticket with the data and then print a ticket. The courts would receive printed tickets (rather than handwritten ones) in the same format from all the county’s law enforcement agencies. Once JIS has been implemented locally the tickets could be uploaded electronically to JIS. However, Herb Mahony is concerned about the number of projects Troy is currently working on and the need for more support from IT for this project. CLEMIS is negotiating with the citation software vendor, APS, with the aim of purchasing it and adding it to their system. Troy will ask staff at CLEMIS about the timeframe for this. After the meeting Susan asked Scot Cannell about the timeframe for the new JIS. Here is his reply: “The original timeline

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has the system developed in stages beginning with Juvenile followed by Civil, then Criminal/traffic and finally Probate. The initial timeframes were 12-15 months for juvenile implementation, with Civil, Criminal/traffic and Probate following at approximate 6-month intervals. Assuming that the timeframes remain the same, and a September 1, 2007 start, that would put Criminal/traffic online in Washtenaw County very approximately fourth quarter of 2009.”

IV. Review of Felony Process

Scott asked members to review the felony process that he has charted working with the public safety and justice County staff. He agreed to send out the Excel version that our intern, Jason Kalmbach, prepared from Scott’s paper “scroll”. Members are asked to review it and let him know of anything that is not correct.

V. Next meeting will be held Wednesday, June 27, 2007, at 200 North Main Street in the Lower Level Conference Room at 2:30 p.m.