



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

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



Meeting Agenda

**Illinois Integrated Justice Information System Implementation Board
February 11, 2004
10 am – 12:30 pm**

- Call to Order and Roll Call
- ICLEAR Project and its role in IIJIS
- Committee Reports
 - Planning and Policy Committee
 - Privacy policies
 - Homeland Security Scenario
 - Technical Committee
 - Proposed Illinois Justice Network portal
 - Proposed CLEAR Model Interface/ PIMSNet prototype
 - Outreach Committee
 - Funding Committee
- Discussion of IIJIS update report to the legislature
- Next Steps
- Adjourn

This public meeting will be accessible to persons with disabilities in compliance with Executive Order #5 and pertinent State and Federal laws upon anticipated attendance. Persons with disabilities planning to attend and needing special accommodations should contact by telephone or letter Hank Anthony, Associate Director, Office of Administrative Services, Illinois Criminal Justice Information Authority, 120 South Riverside Plaza, Chicago, Illinois, 60606-3997 at (312) 793-8550. TDD services are available at (312) 793-4170.



ILLINOIS INTEGRATED JUSTICE INFORMATION SYSTEM IMPLEMENTATION BOARD
14 August 2003

Call to Order & Roll Call

Lori Levin, Executive Director of the Illinois Criminal Justice Information Authority, called the meeting to order at 10:05 a.m. Implementation Board members present were:

- Ellen Mandeltort, Office of the Illinois Attorney General;
- Jim Kazimour for Irene Lyons, Office of the Illinois Secretary of State;
- Col. Ken Bouche, Illinois State Police;
- Alan Burgard, Department of Central Management Services;
- Ian Oliver, Illinois Department of Corrections;
- Scott Kennedy, Illinois Technology Office (present via telephone);
- Ron Huberman, Chicago Police Department;
- Adrienne Mebane, Cook County State's Attorney's Office;
- Marjorie O'Dea, Cook County Sheriff's Office;
- Dorothy Brown, Office of the Clerk of the Circuit Court of Cook County;
- Karen Griffin, Cook County Bureau of Information Technology and Automation;
- Edwin A. Burnette, Law Office of the Cook County Public Defender;
- Gary O'Rourke, Illinois Association of Chiefs of Police;
- Jim Olson, Illinois Sheriff's Association;
- Michael Waller, Illinois State's Attorneys Association;
- Pamela McGuire, Illinois Association of Court Clerks;
- Mark Dean-Myrda for Allen Nance, Illinois Probation and Court Services Association;
- Michael Tardy, Administrative Office of the Illinois Courts; &
- Skip Robertson, Administrative Office of the Illinois Courts.

Also present were:

- Robert Boehmer, Illinois Criminal Justice Information Authority;
- Carol Gibbs, Illinois State Police;
- Mark Myrent, Illinois Criminal Justice Information Authority;
- Steve Prisoc, Illinois Criminal Justice Information Authority; &
- Craig Wimberly, Office of the Clerk of the Circuit Court of Cook County;

After introducing herself, Director Levin gave some opening remarks regarding the Implementation Board's charge to realize the goals of the Strategic Plan. Board members were then asked to introduce themselves and provide a brief description of their background.

History & Current Status of IIJIS Project

After the introductions were completed, Director Levin asked Col. Ken Bouche of the Illinois State Police to provide the board with some historical background on the activities of the IJIS Planning Committee and its development of the Strategic Plan. After briefly outlining the committee structure under which the strategic plan was fashioned, Col. Bouche stated that the Strategic Plan, specifically the strategic issues and challenges, would help inform the board as to the direction of integration in Illinois. He also identified the following elements of the plan as essential to the work of the Implementation Board:

- p13 – Mission/Vision Statements
- p14 – Values
- p15 – Guiding Principles for Integrated Justice
- p59 – Scenario for Information Sharing in Illinois
- p43 – Glossary
- p66 – Gap Analysis Summary

Mr. Steve Prisoc of the Illinois Criminal Justice Information Authority then discussed the work of the IJIS Technical Committee. Mr. Prisoc briefly commented upon (a) the Scenario validation findings, (b) the committee's research of Illinois' state-level justice data systems, (c) the analysis of state data communications infrastructure, (d) the Justice Information Exchange Model (JIEM) tool used to map Cook County exchange points, (e) the survey of 450 Illinois justice agencies regarding their information management and sharing practices, and (f) the JIEM data element and XML tag reconciliation work.

The Clerk of the Circuit Court of Cook County, Dorothy Brown, next spoke about the activities of the Outreach Committee. Clerk Brown briefly outlined the joint development of the IJIS information brochure with the Illinois State Police as well as the development of briefing materials for use during IJIS presentations. Clerk Brown also reviewed the considerable efforts leading up to meetings that took place with Governor Blagojevich's transition team.

Discussion of Board Responsibilities and Administrative Rules

Director Levin next gave the floor to Mr. Robert Boehmer, General Counsel of the Illinois Criminal Justice Information Authority, who led the discussion of the IJIS Implementation Board's Administrative Rules. Mr. Boehmer suggested the members review the draft rules provided, discuss the provisions and propose any amendments at the current meeting, then adopt the rules at the next meeting of the board. The board members then discussed the rules and made the following amendments:

§ 2. Membership and Officers

a) Chair – The Chair shall be a Board member or official designee elected by the membership of the Board. The Chair shall serve a term of ~~XX two~~ two years. ~~The Chair shall serve no more than XX consecutive terms.~~

b) Elections – ~~The names of those nominated for Chair shall be distributed to Board members and official designees 14 days prior to the election. Notwithstanding the provisions of this section, any Elections shall take place every other year during the Board meeting following the submission of the annual report to the Governor and General Assembly. Board members shall be provided notice at least 14 days prior to the meeting at which the chair will be elected. Any member of the Board or an official designee may make nominations from the floor or vote for any member of the Board or designee, whether or not a person is on a prefiled list of candidates.~~

§ 4. Committees

b) Membership – The Chair shall appoint all committee chairs, vice chairs and members. The Chair ~~may shall~~ appoint ~~non-Board members or their official designees~~ as chairs, ~~vice chairs or members~~ of committees. The Chair may appoint non-board members as full voting members of an committee. The members of all committees shall serve at the pleasure of the Chair.

The board then briefly discussing whether it was prudent to conduct business without officially adopted rules.

{State's Attorney Waller made a motion to temporarily adopt the rules, as amended, pending official approval or the rules. The motion was seconded and passed by a unanimous voice vote.}

{Chief O'Rourke nominated Director Levin to serve as chair of the Implementation Board. The nomination was seconded.}

{Col. Bouche made a motion to close nomination and elect Director Levin to serve as chair. The motion was seconded and passed by a unanimous voice vote.}

Discussion of Board Committees and Work Groups

Col. Bouche suggested a committee structure similar to that of the original IJIS Governing Board. His suggested structure placed the Implementation Board on top with an intermediate executive steering committee placed between the Board and its four standing committees: (1) Planning & Policy, (2) Technical, (3) Outreach, and (4) Funding. The executive steering committee would consist of the chair and vice chair of the Implementation Board, the chairs of each of the committees, as well as two additional Implementation Board members and would help coordinate the activities of the committees.

{Mr. Wimberly made a motion to adopt the committee structure as described by Col Bouche. The motion was seconded and passed by a unanimous voice vote.}

Director Levin then chose Col. Bouche as the Vice-Chair of the Implementation Board.

Next Steps

Director Levin stated that in order to implement the strategic plan, the activities of the Implementation Board should focus on two main goals: (1) getting state justice data to local users, and (2) assisting justice data workflow through the county-level agencies, and then up to the state repositories.

Col. Bouche, commenting that there is currently no national, state or local homeland security scenario, stated that the Planning Committee should begin working on a homeland security scenario for Illinois. He said that being the first to have such a scenario would greatly assist Illinois' integration efforts. Director Levin asked Mr. Prisoc to comment on the status of mobile data in Illinois as a component of homeland security. Mr. Prisoc briefly described the mobile data systems in Illinois among justice agencies and stated that mobile data interoperability should be central to the activities of the Technical Committee.

Director Levin asked IIJS staff to prepare descriptions of the four IIJS standing committees responsible for the work of the integrated justice project to help board members decide on their committee participation or the assignment of their staff. These descriptions would include major goals for each committee as well as profiles of an ideal committee member's background. She also asked any volunteers willing to participate on the committees, either as a member or a committee chair, to contact IIJS staff within the following seven days.

{ Upon a motion by Chief O'Dea to adjourn, a second, and a unanimous voice vote, Director Levin adjourned the meeting. }

Respectfully submitted.

Illinois Integrated Justice Information Systems (IJIS)

Concept of Operations for an Illinois Homeland Security Scenario

I. Overview

For many years, public safety providers have been able to respond to events that threatened the security and well-being of our nation – natural disasters, fires, riots, and even conventional hijackings. The nature and extent of those threats changed drastically September 11, 2001, when suicidal terrorists hijacked four airliners and used them as massive weapons to attack innocent civilians and disrupt our world. In light of these unprecedented events, a host of legislative and policy measures have been planned or implemented to bolster the nation's security in airports, international borders, key government buildings, and critical infrastructure. In addition to these direct enhancements of physical security, there are growing calls for improved information and communication capabilities to anticipate and deter terrorist threats, and to respond quickly when those threats might materialize.

The IJIS Homeland Security Scenario for Information Sharing represents a concerted effort by a number of Illinois agencies working together to achieve this common goal. By continuing our work toward the vision outlined in IJIS Strategic Plan 2003-2004, we will develop a Homeland Security scenario that will allow us to identify and resolve the information and communication deficiencies that exist today. Through the efforts of the government agencies originally engaged in our scenario planning, as well as the addition of public safety and private partners whose responsibilities are identified in Illinois terrorism plans, we hope to provide a forum for planning and exercise activities that will develop, maintain, and enhance our terrorism response capability. Because the challenges of securing the homeland are formidable, information becomes the key element in designing strategies and solutions. IJIS is committed to applying information and communication technology in its quest to make Illinois and the nation safer.

II. Purpose

The purpose of the Illinois Homeland Security Scenario is to identify the future functions, range of information exchanges, and interactions needed among public safety and private partners to prevent and respond to a homeland security event. This scenario will serve as a guideline for public safety entities in Illinois to govern the collection, use, retention, and distribution of information in the event of an anticipated or actual terrorist attack. Once developed, current and planned technology for public safety information and communication systems can be validated against Illinois' scenario to identify the gaps that exist today.

Our work will allow us to answer many questions, including:

- How do we analyze intelligence information to assess our vulnerabilities?
- How will we handle sensitive information while protecting privacy and preventing unauthorized disclosure?
- What information will be shared? with whom?
- How do we prioritize the information to be shared during a terrorist event and ensure timely delivery of the information?

- What barriers exist today to prevent information sharing?
- What changes are needed in Illinois to improve the process?
- How will we ensure ongoing communication?
- What information and communication needs are most pressing?
- What solutions are most critical?
- What factors will contribute to solutions?
- What factors will constrain solutions?

III. Scope

The Illinois Homeland Security Scenario(s) will be a strategic planning tool that:

- Will apply to a variety of threats or acts of terrorism within Illinois;
- Provides guidance and outlines operational concepts for both **prevention and crisis and consequence management response** to a threatened or actual terrorist incident within Illinois;
- Serves as the foundation for further development of detailed State, and local operational plans and procedures;
- Acknowledges the unique nature of each incident, the capabilities of the local jurisdiction, and the activities necessary to prevent or mitigate a specific threat or incident; and
- Illustrates ways in which State and local agencies can most effectively unify and synchronize their information and communication capabilities.

IV. Method

Our Planning Committee has been expanded to include several homeland security professionals to help us better understand the HS environment. With their help, we will attempt to define and prioritize a set of HS threats. Our vision is to examine a variety of threats and focus on closing critical information and communication gaps that terrorists could exploit to maximize the impact of their attacks. We will design strategies to manage events, but will not try to define them all, as the universe of current and potential threats is large and changing. Such strategies must consider not only existing but potential scenarios and provide the best processes for prevention, detection, and response. We will collaboratively plan to manage the largest risks in the most effective manner, including:

- Weapons of Mass Destruction and Disruption (WMD),
- Public Health, and
- Physical Infrastructure

V. Participating Agencies

Defining a scenario for Homeland Security is a complex task involving many agencies, levels of government, jurisdictions, public/private organizations, systems, and management structures. The scope of the problem, the need for rapid solutions, and the complexity of those solutions present an unprecedented need for cooperation. Since terrorism threatens both the public and private sectors, cooperation will maximize the investment in security solutions while minimizing their complexity and redundancy. Without cooperation and collaboration, we may be able to develop improved solutions, but they may not be interoperable or integrated.

VI. Expected Outcomes

Enhanced communications and public alerts.

- Improved dissemination of government-issued threat warnings and alerts
- Improved public/private knowledge distribution of homeland security information
- Expanded wireless and communications systems

Strengthened information assurance and reliability:

- Ensure the confidentiality, integrity, and availability of public and private sector data
- Enhanced surveillance and intelligence

Improved information integration:

- The coordination among government agencies to manage threats and the integration of systems and data to share information
- Increased ability to create and share actionable and relevant information

Improved response management

- Increased ability to discern indicators of terrorist activity amid overwhelming amounts of information

VII. Conclusion

While we believe the federal government should be the leader in Homeland Security, they should not be the sole source of leadership. Strategies and solutions must emerge from among the broad array of stakeholders. State and local governments and commercial providers need to plan for and implement solutions that improve security based upon cross-enterprise requirements.



Proposal: Illinois Justice Network Portal

Summary

This proposal addresses the strategic issues that have been identified as being crucial to criminal justice information sharing and recommends the establishment of a justice portal to fulfill these requirements. It contains the IIJIS Technical Committee's recommendations concerning the development of an integrated justice information system for Illinois.

Background

Recognizing the need to share critical justice information in a more timely and efficient manner, the State of Illinois established the Illinois Integrated Justice Information System (IIJIS) Governing Board in 2001. This board, comprised of representatives from state, county, and municipal justice agencies, was charged with the responsibility of developing a plan for the sharing of justice information throughout the state. Their report, the *Illinois Integrated Justice Information System Strategic Plan* was completed in December 2002 and contained a section called "Scenario for Information Sharing in Illinois," which outlined a future state of integrated justice information sharing.

In order to implement the *Strategic Plan*, a new Implementation Board was convened in 2003. The Implementation Board established four committees and charged them with recommending specific initiatives designed to carrying out the integration of justice information systems as outlined in the strategic plan. This recommendation from the Implementation Board's Technical Committee followed.

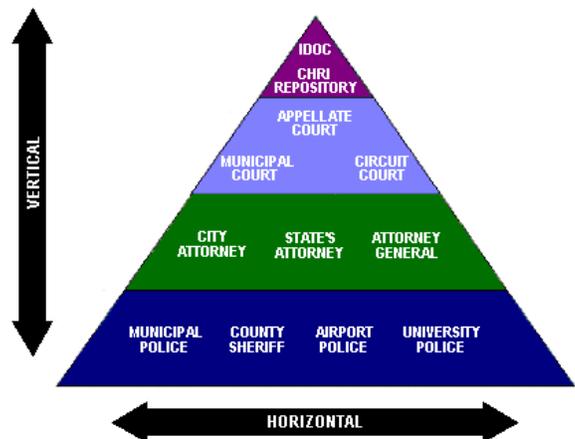
Illinois' integration needs

Generally stated, the *Strategic Plan* identifies two areas of need for integrated justice in Illinois, 1) improved access to and enhanced state-level systems, and 2) the development of county-level integrated justice systems. While both areas are necessary, the Technical Committee has initially focused on the first concentration: improved access to the information contained in state-level justice information systems and the improvement of those systems. With this focus on state-level systems in mind, the Technical Committee conducted research into the integration efforts of other jurisdictions in order to understand how they confronted similar needs.

Research into integrated justice models

The Technical Committee began its research into other jurisdiction's integration efforts by conceptualizing integration into two types, vertical and horizontal. Vertical integration is workflow oriented and is designed to facilitate the transfer of information as a subject is processed through the justice system. Horizontal integration involves data sharing between similar agencies.

The committee's research discovered that two principle architectures had been utilized throughout the nation to support these types of integration, 1) a central repository



system, and 2) a distributed system in which information was stored locally by each agency, but sharable throughout the justice system. While central repositories represented a potential solution for county-level integrated justice needs, the distributed systems presented a more pragmatic solution for Illinois' integration needs.

In a distributed model, each agency maintains its own computer information system, which is connected to a middleware server and data warehouse via wide-area-network connectivity. A middleware solution allows data from one computer system to be moved and adapted for use by another. Typically, a portal is developed through which authorized users can view data that the originating agency chose (whether by statute or agency specific policy) to publish to the data warehouse.

Upon further research, the Technical Committee found that most jurisdictions engaged in justice information sharing efforts, whether county-level or statewide, have facilitated the sharing of justice information through the use of portals. The committee's research revealed that distributed systems were in use in Washington DC and San Diego County and in a number of states including Colorado, Minnesota, Pennsylvania, and Nebraska, each using a slightly different architecture. Each of these system's characteristics were analyzed for their ability to meet Illinois' integration needs. A summary of their functionality follows:

Washington DC's Justice Information System



- Core arrest data transfer server
- Predefined queries
- Secured e-mail & notification services
- Juvenile justice data
- Department of motor vehicle data
- Mug shots
- Public access component

San Diego's Automated Regional Justice Information System



- Booking photos
- Notification services
- Police incident, arrest, citation, accident information
- Department of motor vehicle data
- Arrest warrants
- 911 computer aided dispatch data
- Public access component

Colorado's Integrated Criminal Justice Information System



- Criminal history records
- Warrant information
- Driver's license history
- Court records
- Restraining orders
- Public access component

Minnesota's CriMNet



- Minnesota court information
- Arrest booking information
- Statewide supervision data
- Minnesota repository of arrest photos
- Victim Information and Notification Everyday (VINE) data
- Minnesota driver's license records

Pennsylvania's Justice Network

- Criminal history records
- Juvenile justice data
- Driver's license photos
- Inmate locations
- Pre defined queries
- Notification services



Nebraska's Criminal Justice Information System

- Criminal history records
- Local jail booking data
- Mug shots
- Probation information
- Orders of protection
- Sex offender registration information
- Driver's license & vehicle registration data



Illinois Justice Network

Portal technology allows agencies with different computer platforms and information needs to jointly develop an integrated system that benefits them all, without compromising any agency's security or data management requirements. It is envisioned that the Illinois Justice Network portal will provide a single point of contact for access to justice information from diverse applications throughout the state's justice enterprise. Not only will the portal be the one place to access the information already contained in large county-level data stores and statewide justice information systems, but it will allow users to access the information with a single query. As such, the portal will fulfill Illinois' first integration need: improved access to and enhanced justice information systems.

The Technical Committee's work began with an enumeration of state-level systems containing information deemed necessary in the Scenario. These systems include the following:

- Illinois Attorney General's Automated Victim Notification (AVN) system
- Cook County Victim Information and Notification Everyday (VINE) system
- Criminal history repository (CHRI) maintained by the Illinois State Police (ISP)
- Law Enforcement Agencies Data System (LEADS) also maintained by ISP
- Illinois Sex Offender Registry maintained by ISP
- Illinois Department of Corrections (IDOC) offender management systems
- Administrative Office of Illinois Courts' Probation On-Line Automated Reporting Information System (POLARIS)
- Illinois Secretary of State data systems
- Cook County Circuit Court Clerk data systems
- Newly announced I-CLEARs

Furthermore, the Technical Committee found that Illinois operates two telecommunications networks, the CMS Frame Relay Network and the Illinois Century Network, and that both possess the capacity to transport justice information throughout the state. These findings indicate that a justice portal is an appropriate way to meet Illinois' integration needs and that much of the infrastructure for such a portal is already in place.

Users of the Illinois Justice Network portal are expected to include authorized justice decision makers such as law enforcement officers, prosecutors, the judiciary, corrections officers, as well as probation and parole officers. There should also be a fee-based, public access component to the portal. The information that any individual user can have access to will be determined based upon their role. For example, a sworn police officer will have greater access to the information contained in the portal's source systems than will a member of the public whose access would be limited to conviction information only.

Borrowing from jurisdictions that are already operating justice information portals, the Technical Committee recommended that the Illinois Justice Network portal be able to perform the following functions:

Criminal Justice Inquiry

The Criminal Justice Inquiry application is the most comprehensive search the Illinois Justice Network portal would offer that integrates justice data from multiple sources through the use of a single query. The searches that follow would most likely be sub-searches of the Criminal Justice Inquiry and used when only a specific piece of information is required.

This application will search all the participating agencies' data and compile a response based upon a matching data value, such as the state identification (SID) number. Publicly available Internet responses,

such as the FBI's most wanted list, etc., could be included at the user's request. As with all the portal inquiries, responses will only show the information a user is authorized to view based upon their role.

Inmate Locator

The Inmate Locator application would allow a justice worker to locate an inmate at an Illinois correctional facility by searching the Illinois Department of Corrections offender management system, Cook County Department of Corrections, and the Attorney General's Automated Victim Notification (AVN) system which contains county jail inmate information. Future expansion of the Inmate Locator application might include police lock-up information.

Mug Shot

The Mug Shot application would allow an authorized user to obtain a digital photo from any system that contains one, such as the Illinois State Police's and Chicago Police Department's criminal history repositories, which contain arrest booking photos, the Secretary of State's data systems which contain driver's license and state identification card photos, as well as the Illinois Department of Corrections inmate photos.

Secretary of State

The Secretary of State application would provide access to Driver's License and Vehicle Registration information.

Juvenile Inquiry

The Juvenile Inquiry application would allow authorized users to access the criminal history repository's juvenile arrest database in order to facilitate station adjustments in accordance with the Illinois Juvenile Court Act by tracking how many station adjustments the juvenile might have had.

SID/IR Look-Up

The SID/IR Look-Up application would allow a justice decision maker to obtain an offender's SID or IR number by entering other forms of identifying information. Future expansion of this function might expand the ability to obtain FBI, Social Security, or Driver's license numbers.

Master Name File

The Master Name File application would allow the user to obtain information based upon a name or Soundex inquiry. The information returned would include subject demographic information such as date of birth, address, eye color, etc., as well as SID, IR, FBI, and social security numbers.

Notification Service

The portal's Notification Service would allow a justice practitioner to subscribe to receive updates on a particular subject's records contained in the system. For example, a parole officer might want to subscribe to receive notification that his parolees were arrested.

Bulletin Board

The Bulletin Board would provide a place to post messages regarding the administration of the Illinois Justice Network portal.

Projected implementation of the portal

Upon the Implementation Board's approval of the proposed Illinois Justice Network, a tactical plan will be produced that will address all the issues necessary to successfully develop the portal and put it into operation. In order to develop this tactical plan, the developers of the portal will collaborate with the state and county-level agencies that administer the information systems that will be providing the data to the portal. This joint effort will be supplemented by the assistance of technology experts who will address

several technological matters involved with implementing the Illinois Justice Information Network. Those technological matters include, among other things, 1) assessing the technological capacity of the justice information systems to participate in the portal, 2) developing the portal through the utilization of the Justice XML data model, 3) linking records from disparate state and county level information stores, 4) addressing data quality concerns created by the linking of records, 5) establishing record update procedures, 6) leveraging existing telecommunication infrastructure, and 7) conducting prototyping and pilot testing of the portal.

The tactical plan will also address the research currently taking place in the IIJIS Privacy Policy Subcommittee. That subcommittee's work will greatly assist in the development of role-based access to the information available through the Illinois Justice Network portal and ensure that access to the justice information conforms with current laws and regulations.

More detailed information concerning the proposed development of the tactical plan has been compiled by the Technical Committee and is available upon request or on the IIJIS website at: <http://www.icjia.state.il.us/ijjis/public/index.cfm?metasection=oversight>.

Conclusion

On January 16, 2004, the Technical Committee agreed that the utilization of portal technology was the best approach to integrating justice information systems in Illinois. They agreed that the technology currently exists to connect justice information from several different information stores and that several states and counties throughout the nation are successfully utilizing the technology. The Illinois Justice Network proposal combines the best characteristics of each of those previous efforts and will most efficiently meet Illinois' integration needs as outlined in the *Strategic Plan*.



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

Memorandum

To: IIJIS Implementation Board Members

From: Robert P. Boehmer *RPB*
General Counsel

Date: January 26, 2004

Re: Privacy Policy Subcommittee Report – February 11, 2004 IIJIS Board Meeting

The IIJIS Privacy Policy Subcommittee convened its first meeting on December 17, 2003. At that meeting, the members agreed upon a research process through which Illinois' current information sharing policy decisions would be identified and analyzed. The body of knowledge acquired through this process would then facilitate the resolution of privacy issues potentially facing the integration initiative. Also at this meeting, members reviewed the fair information practices and identified those practices' limitations when applied to justice information. Further detail from the meeting is contained in the attached minutes.

The next meeting of the IIJIS Privacy Policy Subcommittee will take place in mid-March and will focus on the federal and state law and regulations regarding information contained in and disseminated by Illinois' criminal history repository.



PRIVACY POLICY SUBCOMMITTEE MEETING NOTES 17 December 2003

Present at the first meeting of the IIJIS Privacy Policy Subcommittee were:

- Robert Boehmer, Illinois Criminal Justice Information Authority;
- Lori Levin, Illinois Criminal Justice Information Authority;
- John Jesernik, Illinois State Police;
- David Biedron, DuPage County Sheriff's Office;
- David Clark, Illinois State's Attorneys Appellate Prosecutor's Office;
- Paul Fields, Law Office of the Cook County Public Defender;
- Ron Lewis, McLean County Public Defender's Office;
- Michael McGowan, Office of the Chief Judge, Circuit Court of Cook County;
- Wil Nagel, Illinois Criminal Justice Information Authority;
- Ian Oliver, Illinois Department of Corrections;
- Peggy Patty, Illinois Coalition Against Domestic Violence;
- Lyn Schollet, Illinois Coalition Against Sexual Assault (by telephone);
- Art Sebek, Illinois State Police;
- Nicole Sims on behalf of Craig Wimberly, Office of the Circuit Court Clerk of Cook County;
- Michael Tardy, Administrative Office of the Illinois Courts; and
- Martin Typer, Clerk of the Circuit Court of Ogle County.

Introductions

After the members briefly introduced themselves, Mr. Boehmer, the general counsel of the Illinois Criminal Justice Information Authority, explained why we invited such a diverse group of people and emphasized the need for practitioner involvement. Although not able to attend the meeting, groups outside the criminal justice system such as the Chicago Chamber of Commerce, the Illinois Press Association, Metropolitan Chicago Health Care Council, as well as academicians from John Marshall Law School and Chicago-Kent College of Law have all accepted invitations to participate on the subcommittee as well as several additional justice agencies. Mr. Boehmer stated that our intention in convening such a diverse group was to ensure the broadest possible coverage of privacy issues impacting the sharing of justice information in Illinois.

Goals of the Privacy Policy Subcommittee

Mr. Boehmer emphasized that, while the background paper provided to the members was somewhat theoretical in its presentation, the work of the Privacy Policy Subcommittee would be performed at a very pragmatic level. Mr. Boehmer briefly discussed the fact that the integration project is designed to eliminate barriers to the sharing of justice information that previously might have provided some privacy protections.

Mr. Boehmer briefly mentioned his and Mr. Jesernik's work on the Global Justice Information Sharing Initiative's Privacy and Information Quality Working Group and explained that Global is looking to Illinois as a leader in the area of privacy policy development in an integrated justice environment.

The work of the privacy subcommittee was also discussed. One of the primary activities of the subcommittee involves understanding the current privacy environment in Illinois. In order to accomplish this goal, Mr. Boehmer said that the members might be called upon to provide some brief background information regarding laws and regulations that effect their agency's operations and to provide insight into the privacy issues that are important to their agency. Mr. Boehmer also acknowledged some difficult subject areas in the privacy arena, such as intelligence data and juvenile justice information, that the subcommittee would address after it dealt with adult offender information sharing. He further stated that the subcommittee should recognize that the courts are simultaneously developing policies regarding the accessibility of court files and that our policy decisions should complement those of the judiciary.

Mr. Boehmer next explained the initial vision of the privacy subcommittee's final report. Specifically, he stated that the final report would contain not only an explanation of Illinois' current privacy environment, but also the subcommittee's recommendations for changing that environment. Those rationales and bases for those recommendations would also be included in the final report along with suggestions on how local agencies can comply with the recommended policies. Mr. Boehmer stated that the format of the final report had yet to be determined and that the timeline for its completion was not yet decided.

The Proposed Process for Drafting Privacy Policy in an Integrated Justice Environment

Mr. Boehmer called upon Wil Nagel of the Illinois Criminal Justice Information Authority to explain the proposed process the subcommittee would take toward completing its goals. Mr. Nagel briefly expanded upon the 5-step outline provided to the members:

- Step 1 – Participants had already accepted invitations to work on the subcommittee.
- Step 2 – The goal of the instant meeting was to review the fair information practices and their limitations when applied to justice information sharing.
- Step 3 – The work of the subcommittee for the foreseeable future will involve acquiring an understanding of the privacy policy choices already made in Illinois. Mr. Nagel stated that he expects a great deal of the privacy policy to be already written in the form of current laws and regulations; the challenge lies in compiling these statutes and understanding the policy choices contained therein.
- Step 4 – This step outlined seven issues potentially facing the integration initiative. The subcommittee will discuss Illinois' current responses to these issues during its later meetings to help support its recommendations on resolving these issues in the final report. Briefly stated, those issues are:
 - Information Life Cycle
 - Individual Access to Records Contained in Integrated Justice Information Systems
 - Accountability of the Integrated Justice System
 - Availability of Statistical Information Made Easily Available by Integrated Justice Information Systems
 - Accessibility of Victim & Witness Information
 - Accessibility of Offender and Victim Health information
 - Collection, Use, & Dissemination of Social Security Numbers
- Step 5 – Mr. Nagel noted that the goals of the final report had already been briefly explained earlier in the course of the meeting.

Mr. Nagel explained that the next meetings would focus on the statutes regulating types of justice information exchanged. For example, the focus of the next meeting would be the records contained in the criminal history repository while the following meeting might focus on information contained by probation departments or the information maintained by the department of corrections. The issues identified under Step 4 will be discussed during each of these meetings. Later meetings of the

subcommittee will focus on the individual issues in Step 4 in an attempt to resolve or otherwise address them in the final report.

The Fair Information Practices (FIPs) & their Shortcomings

After providing background on the fair information practices (FIPs), Mr. Boehmer once again called upon Mr. Nagel to expand briefly on the FIPs and their impact upon the work of the privacy subcommittee. Mr. Nagel stated that the National Criminal Justice Association's Justice Information Privacy Guideline relied heavily upon the FIPs. Summarizing the work contained in the background paper, *Privacy Schmrivacy*, Mr. Nagel said that because the FIPs were initially developed in the private sector, that they are often times too extreme when applied to the justice system. He said that the goal in reviewing the FIPs and their shortcomings during the meeting was to provide some theoretical background to what will be presented during later meetings. Mr. Boehmer added that several of the principles included in the FIPs have been enacted in several statutes regulating the sharing of justice information.

Additional Considerations

Mr. Boehmer explained that the subcommittee would be moving on to the compilation of current statutory responses to privacy concerns phase beginning with the next meeting. He asked the members for their assistance in three things:

- (1) Members were asked to identify any additional statutes that impact their agency that might not have been mentioned in the background paper.
- (2) Members were also asked to think about any additional privacy issues or sub-issues that might have been overlooked. Mr. Boehmer emphasized that this was perhaps the most important request because the privacy issues identified by the subcommittee will frame its future work.
- (3) Members were requested to provide their agency's policies and procedures for the sharing of justice information.

Some members suggested additional privacy issues to consider. The group heard brief discussion on the need to focus on information quality issues and their potential impact on the privacy policy as well as the need to address the privacy policy's interaction with Illinois' Freedom of Information Act. A member also noted that the subcommittee might need to address instances where sensitive information is made public in the regular course of justice administration.

Next Meeting's Goals

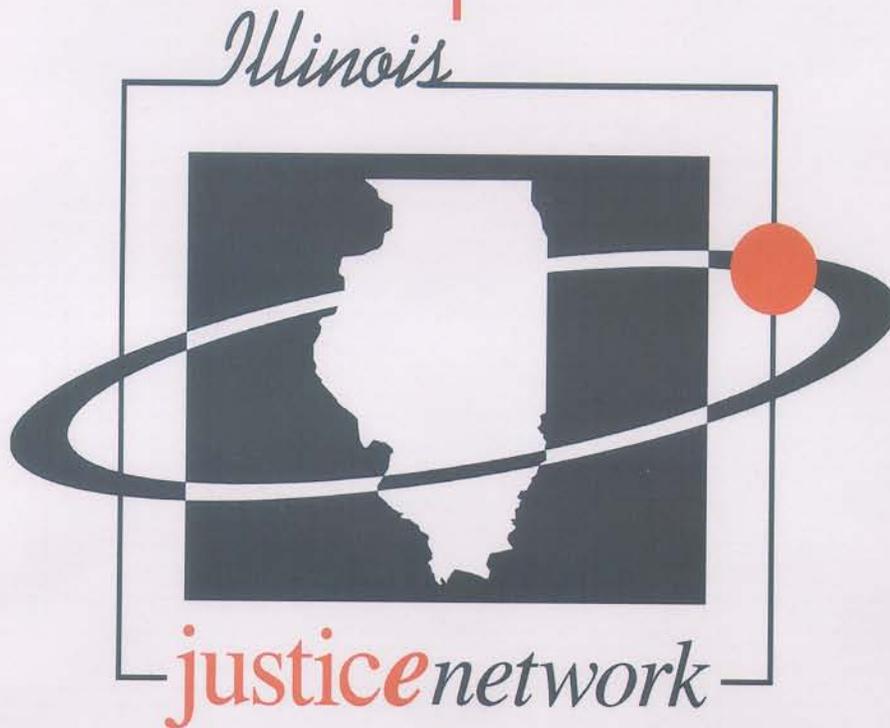
Mr. Boehmer stated that the next meeting of the subcommittee would focus on the laws and regulations regarding the state's criminal history repository starting from the federal regulations and working down through Illinois' policy choices and finally down to the implementation of those provisions at the local level. Mr. Boehmer anticipated that this meeting would involve significant discussion by group members on how they utilize criminal history information and any of their agency's privacy concerns regarding the sharing of such information both within and outside of the justice system.

Mr. Boehmer stated that a meeting date had not yet been selected for the next meeting but anticipated it taking place toward the end of February. He stated that Mr. Nagel would be in touch with each member to set and accommodating date.

Adjourn

The meeting adjourned at 11:15 a.m.

**IJIS IMPLEMENTATION
BOARD**



**OUTREACH COMMITTEE
REPORT**

WEDNESDAY, FEBRUARY 11, 2004

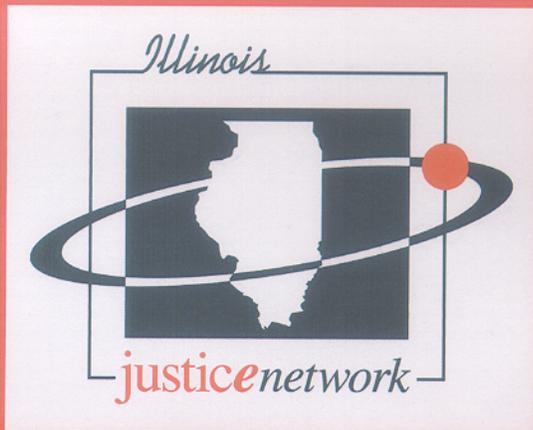


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IIJIS IMPLEMENTATION BOARD OUTREACH COMMITTEE MEMBERS

DOROTHY BROWN (CHAIR), Clerk of the Circuit Court of Cook County
ROD AHITOW, Illinois Juvenile Justice Commission
STEPHEN BAKER, Law Office of the Cook County Public Defender
DAVID CLARK, Illinois State's Attorney's Appellate Prosecutors Associations
KIM DONAHUE, Illinois State Police
JAMES HICKEY, Chicago Police Department
KATE KIRBY, Chicago Crime Commission
LAURA LANE FERGUSON, Office of the Clerk of the Circuit Court of Cook County
ALAN LEVIN, Office of the Clerk of the Circuit Court of Cook County
LORI LEVIN, Illinois Criminal Justice Information Authority
ANTHONY LIBRI, Clerk of the Circuit Court of Sangamon County
DENNIS MCNAMARA, Office of the Clerk of the Circuit Court of Cook County
PAMELA MCGUIRE, Clerk of the Circuit Court of Will County
MARK MYRENT, Illinois Criminal Justice Information Authority
BRYANT PAYNE, Office of the Clerk of the Circuit Court of Cook County
MARTIN TYPER, Clerk of the Circuit Court of Ogle County
MARY WEBB, Clerk of the Circuit Court of Montgomery County

SUBCOMMITTEE MEMBERS NOT ON FULL COMMITTEE

GINA GLASGOW, Office of the Clerk of the Circuit Court of Will County
ROBERT LOMBARDO, Illinois Criminal Justice Information Authority
NICOLE SIMS, Office of the Clerk of the Circuit Court of Cook County

Illinois Integrated Justice Information Systems Outreach Committee Report Marketing Plan

MARKETING PLAN

Mission: To promote the IIJIS Plan and develop the community that owns and implements the IIJIS Plan.

Goals

Goals	Objectives	Performance Measures
Develop general information and educational resources for the public and the justice community regarding integrated justice.	<ul style="list-style-type: none"> ▪ Hire public relations specialist ▪ Develop stories for press clippings to support business case ▪ Target presentations to interests of groups and justice enterprise 	<ul style="list-style-type: none"> ▪ Number of information pieces distributed annually ▪ Number of stakeholder groups reached by information pieces annually
Identify and garner support for the IIJIS implementation plan from legislators, as well as other statewide decision-makers.	<ul style="list-style-type: none"> ▪ Identify key legislative and policy positions ▪ Identify IIJIS Board and Committee members to meet with position holders 	<ul style="list-style-type: none"> ▪ Number of contacts with legislative and policy decision makers annually ▪ Number of legislative and policy decision makers who sign on as champions for IIJIS
Seek support for the IIJIS implementation plan from local, county, and state justice officials, and other stakeholders.	<ul style="list-style-type: none"> ▪ Identify state-wide champions and audiences ▪ Distribute information packets to and educate identified champions ▪ Set up and coordinate educational opportunities with identified audiences 	<ul style="list-style-type: none"> ▪ Number of contacts with local, county and state justice officials annually ▪ Number of counties that have IIJIS identified champions ▪ Number of state-wide justice associations that have endorsed IIJIS
Establish continuous process for receiving stakeholder participation in every stage of IIJIS Strategic Plan implementation	<ul style="list-style-type: none"> ▪ Identify stakeholders and develop database for information sharing ▪ Develop strategies for communication to stakeholders ▪ Develop strategies for receiving input from stakeholders 	<ul style="list-style-type: none"> ▪ Number of times information is successfully pushed out to identified stakeholders ▪ Number of responses to information from stakeholders annually

Illinois Integrated Justice Information Systems Outreach Committee Report Marketing Plan

Goals	Objectives	Performance Measures
Ensure distribution of resulting policies and standards to stakeholder community	<ul style="list-style-type: none"> ▪ Set up notification and review process for associations interested in commenting on policies and standards ▪ Set up public hearings on relevant deliverables/issues related to plan ▪ Develop an IIJIS conference that ratifies the standards and policies 	<ul style="list-style-type: none"> ▪ Percentage of stakeholder groups signing off on a specific policy or standard ▪ Percentage of stakeholder groups receiving information on a specific policy or standard
Develop friend-raising strategy to support the fundraising strategy developed by the Funding Committee	<ul style="list-style-type: none"> ▪ Develop marketing pieces that illustrate return on investment or cost benefit analysis (see business case) ▪ Develop marketing pieces that answer "Why Illinois, why now?" 	<ul style="list-style-type: none"> ▪ Number of stakeholders successfully targeted by friend-raising strategy annually ▪ Number of friend-raising pieces distributed annually

Target Market Analysis

What are we trying to market?

- Integration Concept
- The IIJIS Board
- Participation, buy-in of stakeholders
- Friendraising in advance of fundraising
- Illinois Justice Network

Target	Why?	What do we want?	Interests	Messages	Methods
Illinois Legislature	They make laws and funding decisions, which can impact, integrated justice.	<ul style="list-style-type: none"> -Permanence of Integration Oversight -Seed funding for near future. -Long-term funding -Other laws/regs to enhance integration 	<ul style="list-style-type: none"> -Efficient government Balanced budget -Increased public privacy -Protect constituent privacy -Increase information to respond to constituents/make laws 	<ul style="list-style-type: none"> -Education on integration concept -Explain benefits of integration -Emphasize privacy principles -Emphasize public safety 	<ul style="list-style-type: none"> -Face-to-face meetings -Grassroots support -Involve explanatory pieces -Brief explanatory pieces -Committee hearings

Illinois Integrated Justice Information Systems Outreach Committee Report Marketing Plan

Target	Why?	What do we want?	Interests	Messages	Methods
Executive Branch	We need state and local buy-in and leadership.	<ul style="list-style-type: none"> -Endorse permanent oversight of integration efforts -Champion integration cause -Support appropriations -Provide leadership Interests	<ul style="list-style-type: none"> -More efficient government -Cost effectiveness -Increased Public Safety -Increased information for Policy making/measuring impact 	<ul style="list-style-type: none"> -Educate on integration concept -Explain benefits of integration -Emphasize public safety/cost efficiency 	<ul style="list-style-type: none"> -Face-to-face meetings -Grassroots support -Local Public safety support -Explanatory pieces
Illinois Supreme Court	Develops policies for court information sharing.	<ul style="list-style-type: none"> -Participation, buy-in, trust -Agree to engage in formal coordination -Adopt and abide by standards 	<ul style="list-style-type: none"> -More efficient court operations -Better information for decision making -Separation of powers -Public trust 	<ul style="list-style-type: none"> -Educate on integration concepts -Explain benefits -Emphasize privacy/openness -Recognition of separation of powers -Emphasize voluntariness 	<ul style="list-style-type: none"> -Face-to-face -Explanatory papers -Use AOIC liaison -Support from Supreme Court Committees -Bar Association support
Illinois Association of Chiefs of Police	They are major beneficiaries of better information – major providers of information-needed to assist with legislative support.	<ul style="list-style-type: none"> -Participation, buy-in, trust, champions -Support for permanency of integration board -Agree to engage in formal coordination 	<ul style="list-style-type: none"> -Better information for policy making -Better info for individual decisions -More efficient operations -Public trust -Officer safety -Public safety 	<ul style="list-style-type: none"> -Educate on integration concept -Explain benefits of integration 	<ul style="list-style-type: none"> -Face-to-face -Papers -Association meetings -Legislative retreat -Individual champions
Illinois State's Attorney's Association	Major beneficiaries of better information – needed to assist with legislative support	<ul style="list-style-type: none"> -Participation, buy-in, trust, champions -Support and/or legislation -Agree to engage in formal coordination 	<ul style="list-style-type: none"> -Better info for policy making -Better info for individual decisions -More efficient operations -Public trust -Confidential information -Public safety 	<ul style="list-style-type: none"> -Education on integration concept -Explain benefits of integration 	<ul style="list-style-type: none"> -Association meetings -Bar Association meetings -Face-to-face meetings
Illinois Association of Court Clerks	Hub of court information - key champions at County Level.	<ul style="list-style-type: none"> -Integration legislation passed -Enable Integration of court data -Champions for integration cause -Leverage Technology Investments -Provide Leadership 	<ul style="list-style-type: none"> -Supports System engineering and automation efforts of circuit clerks -Leverage existing systems -Standards that help bring other justice partners on board -Will assist in lifting the boat 	<ul style="list-style-type: none"> -Clerks are key to integration efforts -County level support is key -Outcome will include cleaner data to courts 	<ul style="list-style-type: none"> -Statewide Conference -Zone Meetings -Link to Website -E-Mail Notification -Newsletter

Illinois Integrated Justice Information Systems Outreach Committee Report Marketing Plan

Target	Why?	What do we want?	Interests	Messages	Methods
			for everyone -Privacy and security issues discussed statewide		
Illinois Public Defender Association	Major beneficiaries of improved information – timeliness of access important	-Participation at all levels of process -Support of privacy and security efforts -Address access to justice issues	-Having a balanced perspective of data sharing -Access to court and corrections data -Leveraging technology for defense bar -Recognizing privacy concerns of clients	-Integration raises all on the playing field -Defense bar involved from the beginning -Input on data sharing and standards is key	-Association meetings -Bar Associations -Face-to-face -Local champions
Public Officials	Leaders in local funding and interested in public safety	-Familiarity with effort -Understanding that Integrated Justice means increase public safety -Support of state and local integration efforts	-Public safety -Efficient use of technology investments -Supporting first responders	-Role in funding local and state wide planning efforts -Integrated Justice support homeland security -Illinois needs to be a leader in Public Safety	-Various associations of local and state officials -Face-to-face meetings -Regional meetings targeting public officials -Initial distribution of newsletter
Corrections/Parole	Keepers of important data and important link to community	-Support for integrating statewide -Participation in statewide effort -Support for the funding strategy	-Accurate demographic and court data -Support biometrics used in prisons -Increased ability to track clients needs -Increased ability to communicate with courts	-Effort will support their information needs -Efficient use of technology investments -Leverage communications within criminal justice arena	-Association meetings Local county champions
Illinois Probation and Court Services Association	Important source of information and key to reduce recidivism	-Support for policy -Share key data for decision support -Champions	-Informed decision making -Expedited information for timely referrals and case processing -Improved data	-Integrated justice supports core mission -Focus is on timely access of data -Participation of probation and court services critical to success	-Statewide meetings -Regional meetings -Newsletter -Face to face

Illinois Integrated Justice Information Systems Outreach Committee Report Marketing Plan

Target	Why?	What do we want?	Interests	Messages	Methods
Public	Customer of IIJIS product and taxpayer	-Informed public -Broad based support of integration concept -Increased awareness of public safety measures	-State is a safe place to live -First responders have what they need -State has a plan	-Public safety is important -Homeland security is key -Integrated justice is important for justice decision makers	-Media strategy -Links to key government websites -Press releases tied to key milestones in IIJIS Plan
Illinois' Sheriffs' Association	Key champions at County level and beneficiaries of information	-Policy support -Local champions -Link to local corrections -Inclusion of rural unincorporated area concerns	-Accurate and timely data -Improve use of resources -Public Safety -Positive identification	-Better information for decision support -Improved communication between state and county actors	-Association meetings -Face to face -Regional meetings -Newsletter
Mayors and City Managers	Integration must include local efforts and local investment important	-Local champions -Executive leadership -Access for cities of all sizes	-Public safety, public safety, public safety -Leveraging investment in technology -Access to larger network to address regional issues	-State wide plan supports local efforts -Integration is key to more informed decision making -Sharing information across jurisdictions will be more timely	-See municipal leagues below -Face to face -Regional meetings
County Board Members	Key funders and conveners of local integration efforts	-Policy support -Possible funding source -Local champions	-Public safety -Leveraging investments -Supporting first responders -County wide cooperation	-Local integration efforts are key to state wide success -State wide standards support local efforts -Counties should leverage funding options	-State wide county official associations -County Board meetings -Regional meetings -Face to face Board Presidents
Bar Associations	Inclusive of private defense bar and important for policy support	-Support for integration concept -Understanding of criminal justice integration -Local or regional champions	-Reduces supply chain costs for private defense bar -Access for private bar use -Applicable to civil and quasi criminal sides of justice system	-Integrated justice supports public and private bar interests -Support of practitioners and judiciary is key	-Bar Association meetings -Criminal and Juvenile Bar committees -Bench and Bar committees -Bar newsletters

Illinois Integrated Justice Information Systems Outreach Committee Report Marketing Plan

Target	Why?	What do we want?	Interests	Messages	Methods
Civic Groups	Many focused on public safety issues and offer policy and possibly financial support	-Policy support -Outreach to members -Fundraising -Champions	-Public safety -Support of their mission -Part of a successful private/public partnership	-Civic involvement is key -Need civic champions for integrated justice -Private/ public partnerships are needed	-Board or committee meetings of groups -Newsletter -Face to face with Directors -Links to websites
Chambers of Commerce	Vested interest in safe communities and possible partners	-Policy support -Outreach to members -Fundraising -Champions	-Safe communities -Reduced crime -Support of private security	-Illinois is a leader -Private/ public partnerships are needed -Integrated justice is good for business	-Chamber meetings -Chamber newsletters -Association meetings -Bulletins
Funders	State wide implementation requires public and private investment	-Public and private funders to have confidence in plan -Put Illinois first in line for major initiatives	-Return on investment -Part of a large, state wide successful venture -Support meets their core mission/ mandate	-Illinois is poised to leverage their investment -Requirements analysis demonstrates specific fundable needs -Return on investment measures will be met	-Participation in local and regional forums on integrated justice -Presenting papers -Newsletter -Links to websites -Face to face
Municipal Leagues	Strong voice for local government partners and key for policy support	-Policy Support -Outreach to members -Possible champions	-No unfunded mandates for municipalities -Revenue enhancers for municipalities -Public Safety	-Integrated Justice supports local public safety initiatives -Empowers local police with more information -Role of municipalities in state wide plan	-State wide meetings -Regional meetings -Newsletter -League leadership
Emergency Management Boards	Key to integrating homeland security initiatives	-Boards educated about IIJIS -Member agencies linked to statewide plan -Support for integrated justice effort	-Information that helps first responders -Support of local efforts with minimal investment	-Integrated justice supports first responders -IIJIS support homeland security -EMBs are key to successful implementation of plan	-State wide meetings -Regional meetings -Newsletter -Municipalities

**Illinois Integrated Justice Information Systems Outreach Committee Report
12 Month Action Plan**

12 MONTH ACTION PLAN

Action Item	Assigned	Date Assigned	Date for Completion	Status
Database of all stakeholders that could be sorted by official position, region, champions status, and industry/affiliation	ICJIA/IJIS Staff	10/08/03		Turned over spreadsheet files containing contacts for sheriffs, court clerks, chief judges, city managers, state's attorneys, county board chairs, General assembly reps and senators, mayors, police chiefs, probation directors, and public defenders; no new targets added; Myrent agreed (10/23) to have staff update existing association/officials contact list and add county, judicial district and champion designations
List of Constituents to be targeted w/in 1 year	Presentations	10/08/03	10/04	Original list on Integration flyer; categories to add include bar associations, civic groups, chambers of commerce, potential funders, municipal leagues, court administrators and emergency management boards.
Further develop the goals and objectives of the committee	CCC Staff	10/08/03	11/24/03	Approved by committee 11/24/03
Identify the lead champions and local champions state-wide	Presentations	10/08/03	10/04	
Update the marketing packets and presentations	Educational Materials	10/08/03	10/04	
Prepare a marketing piece about integrated justice accomplishments to date	Educational Materials	10/08/03	10/04	
Make contact with every legislator	Presentations	10/08/03	10/04	
Meet with the leadership in the legislature	Presentations	10/08/03	10/04	
Present to the criminal justice enterprise associations	Presentations	10/08/03	10/04	3 types of meetings 1) state-wide associations 2) one-on-one and 3) regional meetings led by champions

**Illinois Integrated Justice Information Systems Outreach Committee Report
12 Month Action Plan**

Action Item	Assigned	Date Assigned	Date for Completion	Status
Update the marketing plan	CCC Staff	10/08/03	1/26/04	Needs to go to IIJIS Board mtg. of 2/11/04; Myrent agreed to help bench mark efforts with Minnesota
12 month plan of action	CCC Staff	10/08/04	1/26/04	Needs to go to IIJIS Board mtg. Of 2/11/04
Subcommittees (Presentations, Educational Materials and Media Strategy) are to meet before November 24 th Outreach meeting	All subcommittees	10/08/03		All complied
Reach out to AOIC, State's Attorney and IEMA about participation on Outreach Committee	CCC Staff	10/08/03		Mtg. held w/AOIC
Letter and Response Card to potential local champions	Presentations	11/7/03		Draft presented to full committee
Power Point Presentation	Educational Materials	11/7/03		Draft presented to full committee 11/24/03;
One-pager What is integration/Benefits	Educational Materials	11/7/03		Changes proposed 12/4/03
Campaign targeting funders to sign off on the principles of integration		11/24/03		
Draft Resolution for State Legislature to support concept of integration	CCC Staff	11/24/03		
IIJIS Logo Updating	Educational Materials	11/13/03		Draft logo approved to move to full Outreach committee 1/20/04
Post-it Notes Proposal	Educational Materials	11/13/03		Full Committee approved concept 11/24/03; funding needs to be secured
One-pager National/Local Integration Efforts	Educational Materials	10/8/03		R. Lombardo drafting from existing document
IIJIS e-newsletter	Educational Materials	11/13/03		Draft in process. Suggestion to issue first e-newsletter after Feb. 11, 2004 IIJIS Board Mtg.
Stakeholder Communication w/IIJIS Board and Committee Chairs	Educational Materials	11/13/03		Suggestion that e-newsletter serve as primary vehicle; e-newsletter will drive stakeholders to website where they can comment on proposals.
Review IIJIS Website for content, searchability, and look and feel	Educational Materials	11/13/03		Comments to IIJIS/ICJIA staff; searchability improved
Video for Presentations	Media Strategy	11/24/03		
Half hour cable show on Integration	Media Strategy	11/24/03		
Media Strategy and Budget	Media Strategy	11/24/03		Draft prepared for discussion 1/20/04
Hire Public Relations Specialist	Media Strategy	11/24/03		

**Illinois Integrated Justice Information Systems Outreach Committee Report
12 Month Action Plan**

Action Item	Assigned	Date Assigned	Date for Completion	Status
Develop stories and press clippings to support business case for integration	Media Strategy	11/24/03		Ideas discussed at Educ. Materials – D. C. Sniper case and Indiana Gacy-like case
Identify key legislative and policy positions to promote	Media Strategy	11/24/03		
Identify IIJIS Board and Committee members to meet with key position holders	Presentations	11/24/03		
Distribute information packets to and educate identified champions	Educational Materials?	11/24/03		
Set up and coordinate educational opportunities with identified audiences	Presentations	11/24/03		
Develop marketing pieces that illustrate return on investment or cost benefit analysis	Educational Materials	11/24/03		
Develop marketing pieces that answer “Why Illinois, Why Now?”	Educational Materials	11/24/03		
Set up public hearings on relevant deliverables/issues related to plan	Full Committee	11/24/03		
Develop IIJIS conference that ratifies standards and policies	Full Committee	10/08/03		

Illinois Integrated Justice Information Systems Outreach Committee Report Subcommittee Reports

SUBCOMMITTEE REPORTS

Educational Materials Sub Committee

The Educational Materials Subcommittee members include Katie Kirby, co-chair, Laura Lane Ferguson, co-chair, Gina Glasgow, Robert Lombardo and Nicole Sims.

Logo

Illinois JUSTICE NETWORK LOGO EXPLANATION

The current logo "IJIS" does not, in and of itself, illustrate in any way what IJIS means. In addition, it is sometimes difficult, even for those involved in IJIS, to quickly remember what the initials stand for. Thus, the educational materials subcommittee felt that a new logo and name would be appropriate for public relations purposes. Also, it was noted that the word "system" might give the audience the impression that there would be one portal that all agencies would 'plug' into, which is an incorrect message.

The IJIS Board would not be renamed. The new, proposed logo design could be used on all materials, with the IJIS Board (continuing to keep its name) noted under the logo on letterhead and on other materials. Artwork costs have been paid for by the Chicago Crime Commission as an in kind donation.

The thinking behind the proposed logo is as follows:

- *Illinois Justice Network* is stated in the logo and provides the viewer with a quick idea of what systems are involved - justice, where it is taking place - Illinois, and that there is a connection between these multiple agencies - network.
- Both the words *Illinois Justice Network* and the *red ball* travel along the outside line illustrating information traveling around the state of Illinois graphic. Like the integration plan, the red ball or "information" travels both vertically and horizontally around the state.
- The "e" at the end of "justice" is bold and italic - a standard image for "electronic". This is a subtle *e-network* message.
- The logo is simple and two color in order to keep printing costs reasonable and to enable black and white copies of the logo to still leave a strong impression with the viewer.
- "Illinois Justice Network" is a product of the IJIS Plan that more amenable to marketing and outreach efforts.

Illinois Integrated Justice Information Systems Outreach Committee Report Subcommittee Reports

E-Newsletter

In accordance with the goal of doing outreach to stakeholders, the Educational Materials Subcommittee has developed an e-newsletter that will be issued quarterly and have as its goals:

- Keeping the stakeholders informed about the work of the IIJIS Implementation Board;
- Distributing information about projects, initiatives and standards that need feedback from stakeholders;
- Driving the reader to the IIJIS website for more detailed information on their topic of interest.

The newsletter will be distributed electronically, but be in printable form for distribution by the recipient. Additionally, if the newsletter is forwarded via e-mail, the recipient can sign up on the IIJIS website to receive the newsletter quarterly. The editorial effort for the newsletter is being provided in kind by the Office of the Clerk of the Circuit Court of Cook County.

Presentations Subcommittee

The Presentations Subcommittee is comprised of Hon. Pam McGuire, co-chair, Hon. Marty Typer, co-chair, Stephen Baker, Rod Ahitow, Hon. Mary Webb, and Jim Hickey.

Champion Letter and Response Card

The subcommittee has targeted two main groupings for presentations: Funding Sources and Practitioners. In making the presentations to the various associations, the IIJIS Outreach Committee would ask the association to develop a letter of support for the IIJIS efforts and recruit local and regional champions for integrated justice. A response card would be enclosed with the champion letter to encourage their response in the affirmative. The response cards could also be used at smaller presentations, seeking the commitment of those officials in attendance. As the subcommittee develops its regional outreach efforts, champions across the state would be identified as leaders and change agents for integration and possible hosts for those meetings.

Power Point Presentation

The subcommittee determined that they would like an updated version of the IIJIS brochure and a core power point presentation for the presentations they are planning throughout the year. They developed an initial power point presentation that was field-tested at two presentations. Clerk Brown presented to the Illinois Association of County Officials executive committee and Clerk McGuire presented to the Illinois Association of Court Clerks in November of 2003.

Illinois Integrated Justice Information Systems Outreach Committee Report Subcommittee Reports

Media Strategy Subcommittee

The Media Strategy Subcommittee is comprised of Katie Kirby, co-chair, Bryant Payne, co-chair, and Hon. Tony Libri. The subcommittee has developed its media strategic plan as outlined below:

Proposed IIJIS Media Strategic Plan

Educational Materials

Brochures

Small flyer size posters (approx. 9" X 12")

Standard size poster (approx. 20" X 24")

- Currently designing the logo. Illinois Justice Network is scheduled to be incorporated into the logo
- Working on a tag line or catch phrase that will be associated with campaign. (Would like to incorporate the words 'information,' 'safer,' and 'community')
- Posters does not have depict real people or real life scenarios in the images

Post card with various images distributed to champions

Challenges

- Evolving message based on strategic plan
- One or multiple scenario that will relate to real life.
- Introduce a series of scenarios that could have been avoided.

Internet

Own Website

- Create a separate website
- Links to other sites (champions)
- Short 5 – 15 second film with voice over – cut from PSA

Broadcast

Presentation Video (5 - 8 minutes)/ Public Service Announcements (:15, :30 & :60 seconds)

- Have a series of Illinois popular news anchors to act as spokespersons (Bill Kurtis, Carol Marin, Ron Magers, Clarence Page, Warner Saunders)
- Will obtain footage from television stations

Illinois Integrated Justice Information Systems Outreach Committee Report Subcommittee Reports

Challenges

- Cost
- Identifying other popular champions

Media

Editorial Board Meetings – Ms. Lori Levin or the Chairs of the Committees could serve as champions for editorial boards.

- Sun-Times
- Chicago Tribune
- Daily Herald
- Chicago Daily Law Bulletin
- State Journal Register - in Springfield
- Other down state towns

Letters to the Editor – All Daily and Weekly Illinois Papers, e.g.

- Sun-Times
- Chicago Tribune
- Daily Herald
- Chicago Daily Defender
- Daily Southtown
- Chicago Daily Law Bulletin
- Elgin Daily Courier News
- Kane County Chronicle
- Joliet Herald News
- News – Sun
- Northwest Herald
- Aurora Beacon News

Feature Stories

- Sun-Times
- Chicago Tribune
- Daily Herald
- Chicago Daily Law Bulletin
- State Journal Register
- Crain's Technology Writer?

Press Releases – (Through governor's office would get greater response)

Press Conferences – (Through Governor's office)

- We have to have something to announce (funding/implementation)

Radio Spots – **all** appropriate radio stations, e.g.

- WBBM am
- WGN 720 am

Illinois Integrated Justice Information Systems Outreach Committee Report Subcommittee Reports

- WBEZ fm
- US 99 weekend public affairs
- Illinois Broadcast Network – (state run)
- WILL (University of Illinois)

Radio Interviews

- WBBM am
- WGN 720 am
- WBEZ fm
- US 99 weekend public affairs
- Illinois Broadcast Network – (state run)
- WILL (University of Illinois)

Television Interviews - Local

- WLS (ABC)
- CNN
- WBBM (CBS)
- WFLD (FOX)
- Kurtis Productions
- CAN
- CLTV
- WCIU
- WFLD
- WGN
- WMAQ
- WTTW – Chicago Tonight

Journals and newsletters

(Presentation Committee is developing a list of Associations.)

- Loyola
- Northwestern Center for Public Safety Institute (Alexander Weiss – Director)
- Illinois State University
- Southern Illinois University
- Chicago Bar Association
- Illinois State Bar Association
- Illinois State’s Attorney’s Association
- Sheriff’s Association
- Administrative Office of the Courts
- Illinois Chief’s of Police
- Illinois Corrections Association – Dept. of Corrections
- Illinois Academy of Criminology
- National Association of State Legislators
- Chicago Crime Commission
- Other Partner IIJIS Groups



Enhancing Timely Decision Making Through Statewide Information Sharing

ROD R. BLAGOJEVICH GOVERNOR



ELECTRONIC NEWSLETTER

JANUARY 2004

VOLUME I, ISSUE I

NEXT MEETING DATE

TECHNOLOGY COMMITTEE

PLANNING & POLICY COMMITTEE

FUNDING

OUTREACH

IIJIS IMPLEMENTATION BOARD

ELLEN MANDELTORT
OFFICE OF ILLINOIS ATTORNEY GENERAL

IRENE LYONS
OFFICE OF ILLINOIS SECRETARY OF STATE

DIRECTOR LORI G. LEVIN
ILLINOIS CRIMINAL JUSTICE
INFORMATION AUTHORITY

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ILLINOIS DEPARTMENT OF CENTRAL
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CHICAGO POLICE DEPARTMENT

HON. RICHARD DEVINE
COOK COUNTY STATE'S ATTORNEY

HON. MICHAEL SHEAHAN
COOK COUNTY SHERIFF'S OFFICE

HON. DOROTHY BROWN
CLERK OF THE CIRCUIT COURT OF
COOK COUNTY

CATHERINE MARAS O'LEARY
COOK COUNTY BUREAU OF
INFORMATION TECHNOLOGY AND
AUTOMATION

ED BURNETTE
COOK COUNTY PUBLIC DEFENDER

ROD AHITOW
ILLINOIS JUVENILE JUSTICE
COMMISSION

GARY O'ROURKE
ILLINOIS ASSOCIATION OF CHIEFS OF
POLICE

HON. JAMES OLSON
ILLINOIS SHERIFFS' ASSOCIATION

HON. MICHAEL WALLER
ILLINOIS STATE'S ATTORNEY'S
ASSOCIATION

HON. PAMELA MCGUIRE
ILLINOIS ASSOCIATION OF COURT
CLERKS

ALLEN NANCE
ILLINOIS PROBATION AND COURT
SERVICES ASSOCIATION

RONALD LEWIS
ILLINOIS PUBLIC DEFENDER'S ASSOCIATION

SKIP ROBERTSON
ADMINISTRATIVE OFFICE OF ILLINOIS
COURTS

MICHAEL TARDY
ADMINISTRATIVE OFFICE OF ILLINOIS
COURTS

GOVERNING BOARD

Recognizing the need to share critical information, former Governor George Ryan (Executive Order 12-2001) established the Illinois Integrated Justice Information System (IIJIS) Governing Board. This board, comprised of representatives from state, county, and municipal justice agencies, was charged with developing a plan for justice information sharing in Illinois. Their report, the Illinois Integrated Justice Information System Strategic Plan was completed in December 2002. In order to implement

the strategic plan developed by the IIJIS Board, Governor Blagojevich (Executive Order 16-2003) created the Illinois Integrated Justice Information System Implementation Board and authorized the Board to promote integration throughout Illinois, to coordinate the development and implementation of strategies for sharing information, to establish standards, to facilitate electronic information sharing, and to promulgate policies that protect the privacy rights of the citizens of Illinois.

IIJIS GENERAL INFORMATION MISSION

Our purposes are to:

- Bring stakeholder organizations together to comprehensively and effectively plan justice information systems;
- Coordinate information systems development activities;
- Build and expand the range of effectiveness of information systems and sharing capabilities; and
- Improve the effectiveness, efficiency, timeliness, accuracy and completeness of information.

IIJIS CONTACTS:

LORI LEVIN

Implementation Board Chair (312) 793-8550

COL. KEN BOUCHE

Policy & Planning Committee (217) 557-6630

HON. DOROTHY BROWN

Outreach Committee (312) 603-5031

ALAN BURGARD

Technical Committee (312) 782-2021

MARJORIE O'DEA

Funding Committee (708) 865-4710

VISIT THE IIJIS WEBSITE

<http://www.icjia.state.il.us/iijis/public/index.cfm>

IIJIS NEWSLETTER

Sign up now for the latest issue of
the IIJIS electronic newsletter at:

<http://www.icjia.state.il.us/iijis/public/index.cfm?metasection=forms&metapage=mailinglist>

Comments or questions for the editor,
e-mail IIJIS@icjia.state.il.us



For more project information, please
contact Mark Myrent, IIJIS Project
Manager, at (312) 793-8904 or
mmyrent@icjia.state.il.us

IIJIS CURRENT ACTIVITIES

IIJIS PLANNING & POLICY COMMITTEE

Col. Ken Bouche, Chair
Illinois State Police

The IIJIS Planning & Policy Committee is charged with understanding the operational needs of an integrated justice enterprise and developing policies that promotes the effort of electronic information sharing in Illinois.

Currently the Committee is developing a homeland security scenario in conjunction with the Illinois Terrorism Task Force. They are also developing an IIJIS privacy policy and reviewing the IIJIS Strategic Plan to prioritize implementation of the efforts described within that document.

For more information about the Planning & Policy Committee, please contact Col. Ken Bouche, Committee Chair at (217) 557-6630.

IIJIS Planning & Policy Committee

Next Meeting
January 16, 2004
9:00 am - 12:00 pm



Illinois Criminal Justice
Information Authority
120 S. Riverside Plaza, Suite 1016
Chicago, Illinois 60606

IIJIS TECHNICAL COMMITTEE

Alan Burgard, Chair
Illinois Department of Central Management Services

The IIJIS Technical Committee is charged with defining the technical architecture of an integrated justice enterprise and to ensure compatibility with national/state/ local information systems.

The Technical Committee is currently conducting a review of integration efforts taking place in jurisdictions outside Illinois to learn their challenges and successes. They are also developing a tactical plan that provides a blueprint for specific projects that: a) improve information work-

IIJIS Technical Committee

Next Meeting
January 17, 2004
9:30 a.m.

Illinois Criminal Justice
Information Authority
120 S. Riverside Plaza,
Suite 1016
Chicago, Illinois 60606

flow among justice agencies at the local, county, and state levels; and b) improve access by justice decision makers to subject criminal history and current status information.

For more information about the Technical Committee, please contact Alan Burgard, Committee Chair at (312) 782-2021.

IIJIS OUTREACH COMMITTEE

Hon. Dorothy Brown, Chair
Clerk of the Circuit Court of Cook County

The IIJIS Outreach Committee communicates the vision and the initiatives set forth in the IIJIS Strategic Plan to the justice enterprise of Illinois.

This Committee is developing educational materials related to the justice integration efforts and making presentations on the IIJIS initiative to criminal justice practitioner groups and other stakeholders. They are also seeking out champions to take leadership roles in supporting and assisting in the implementation of justice integration.

For more information about the Outreach Committee, please contact Hon. Dorothy Brown, Committee Chair at (312) 603-5031.

IIJIS Outreach Committee

Next Meeting
February 24, 2004
9:30 a.m.

Office of the Clerk of
the Circuit Court of Cook
County, Room 1001
Richard J. Daley Center
50 W. Washington,
Chicago, Illinois 60602

Illinois Justice Network

The proposed Illinois Justice Network would be a hybrid system that provides information obtained directly from state supported systems, through a justice portal; from local agencies through a county hub application; and from a central data warehouse.



Privacy Policy Subcommittee

IJIS has also instituted a Privacy Policy Subcommittee composed of a diverse group of criminal justice practitioners, as well as several private organizations, to review privacy issues affecting the sharing of justice information in Illinois. The committee is currently reviewing the application of private sector Fair Information Practices, to justice data.

For more information about the Privacy Policy Subcommittee, please contact Robert Boehmer at (312) 793-8550.

IJIS Outreach Committee Presentation Subcommittee

Next Meeting
February 6, 2004
10:00 a.m.

Office of the Clerk of the Circuit Court of Will County
14 W. Jefferson Street, Suite 212
Lincoln Conference Room, Joliet, Illinois 60432

...

IJIS Outreach Committee Educational Materials Subcommittee

Next Meeting
February 18, 2004
10:00 a.m.

Chicago Crime Commission
79 W. Monroe, Suite 605, Chicago, Illinois 60

...

IJIS Implementation Board

Next Meeting
February 11, 2004
10:00 a.m. - 12:30 p.m.

Illinois Criminal Justice Information Authority
120 S. Riverside Plaza, 21st Floor Board Room
Chicago, Illinois 60606

**YOU CAN NOW FIND MEETING NOTICES, AGENDAS
AND MINUTES FOR IJIS COMMITTEES AT THE IJIS
WEBSITE:**

<http://www.icjia.state.il.us/ijis/public/index.cfm?meta-section=oversight>

ILLINOIS INTEGRATION EFFORTS



Exemplary Program in McLean County

McLean County, Illinois, has one of the most successful integrated justice systems in the nation. The McLean County Integrated Justice Information System (IJIS) utilizes a unified database that begins with the original police report. Information gathered at each stage of the criminal process is entered into the system and made available to authorized users. Information is collected utilizing the following modules:

- Law Enforcement
- Jail Management
- Courts/State's Attorney
- Probation

Learn more about integrated justice in McLean County at their website:

http://198.92.233.48/Sheriff/IntegratedJustice_EJS.html

COOK COUNTY CIRCUIT COURT CLERK

The Cook County Circuit Court Clerk is currently involved in three important integration initiatives. The first effort, the "Data/Capture Browser Based Access" initiative involves the creation of a relational database for criminal case information. The second effort, "Core Systems Improvement" involves the web enabling of the Clerk's files to allow greater access by the criminal justice community. The third effort, the "Data Exchange Points Pilot Project" involves the electronic sharing of information with the Chicago Police Department in an effort to improve the quality of disposition reporting.



COOK COUNTY

Cook County is undergoing a countywide planning process for integration, the Cook County Integrated Criminal Justice Information System (CCICJIS) committee. CCIJIS was created by county ordinance and submitted their strategic plan to the Cook County Board of commissioners on May 1, 2003.

For more information on the CCICJIS effort, contact Hon. Dorothy Brown, chairperson, at 312-603-5031.

SANGAMON COUNTY

Sangamon County (Springfield) recently (2003) released an RFP to build a countywide integrated justice system. The Integrated Criminal Justice/Public Safety Information Systems Upgrade project will include:

- Computer Aided Police & Fire Dispatch
- A Requirements Management System
- A Jail Management System
- New Mobile Data Computing software
- Automated Police Field Reporting
- A Fire Management System

Addition information can be obtained from the project director, Mr. Jim Gasparin Sangamon County Sheriff's Office: (217) 753-6851.

Email: JG2830@Co.Sangamon.IL.US

ISP/CPD I-CLEAR

I-CLEAR is an incident-based police database that will allow Illinois police officers to track patterns of criminal activity statewide. I-CLEAR will contain any information that results in a police report, including information that does not result in an arrest. I-CLEAR is a cooperative program that will be run jointly by the Illinois State Police and the Chicago Police Department. Full deployment is expected within three years. I-CLEAR information will also be made available over IWIN, the State Police wireless information network.

ICJIA PIMSNet

PIMSNet is a new Windows based version of the Illinois Criminal Justice Information Authority's Police

SPECIAL INTEREST STANDARDS

Extensible Markup Language (XML)

GLOBAL JUSTICE XML DATA DICTIONARY

The development of standards is key to justice integration and data sharing. One such standard is the Justice XML Data Dictionary.

The Justice XML data dictionary organizes data into six Super Types - Person, Property, Organization, Location, Contact Information, and Activity. These Super Types contain approximately 2000 unique data elements that have been incorporated into nearly 300 reusable components, which are being recommended for use by justice agencies. You can find out more about the Justice XML effort at their website:

<http://justicexml.gtri.gatech.edu/>.

Information Management System (PIMS). PIMS is a police records management system, managed by the Authority, that services 50 Illinois police departments. PIMSNet provides police agencies with an updated incident reporting and police management system including calls for service, case reporting, case management, and administrative reports.

NATIONWIDE EFFORTS

Minnesota

CriMNet is designed to support the exchange of data across disparate criminal justice information systems. Participating state, county, and municipal criminal justice agencies are connected to CriMNet through Integration Middleware and Web Services Hubs. The hub provides the means to share information with other local systems and provides pointers to additional data. Agencies have control over their own data and determine how and when that data is made accessible via CriMNet.

CriMNet provides access to the following information:

- Court Information
- Arrest Photos
- Statewide Supervision System
- Predatory Offender Registry
- Live-Scan booking information
- Victim Information and Notification
- Driver's License Information



Pennsylvania

JNET serves as a platform for knowledge sharing among state and local justice agencies.

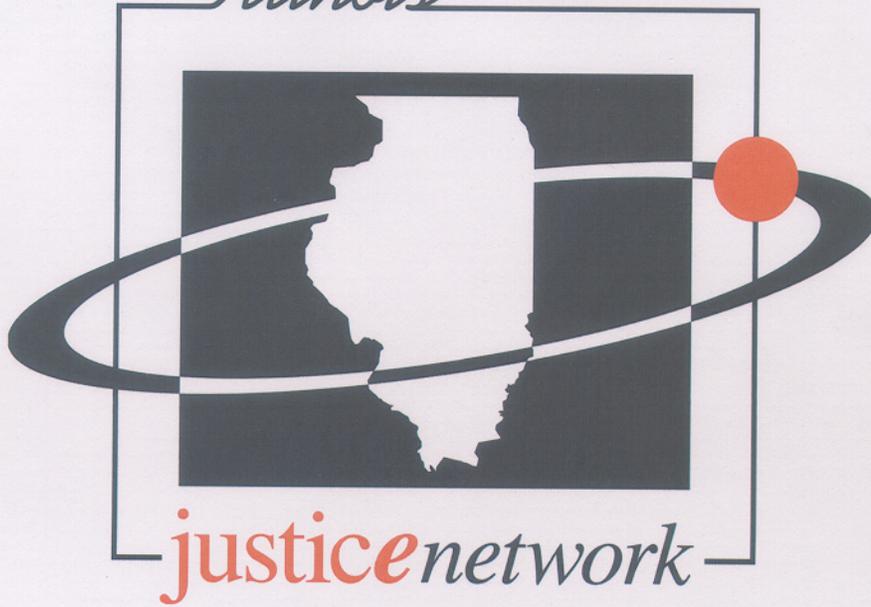
Access to JNET not only allows participants to search state-level justice agencies, but also provides county justice practitioners with a single data integration platform, the County Justice Hub, to support local information sharing needs.

The Justice Hub design enables justice practitioners to perform the following functions in a real-time manner:

- Obtain Criminal History Records
- Obtain Juvenile Information
- Obtain Driver's License Photos
- Locate Inmates
- Query other agency's systems
- Obtain photographs, fingerprints, and documents



Illinois



justice network

Illinois

Letterhead Mock Up.



Illinois Integrated Justice
Information System Board

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IJN Project Manager
Mark Myrent
312-793-8550

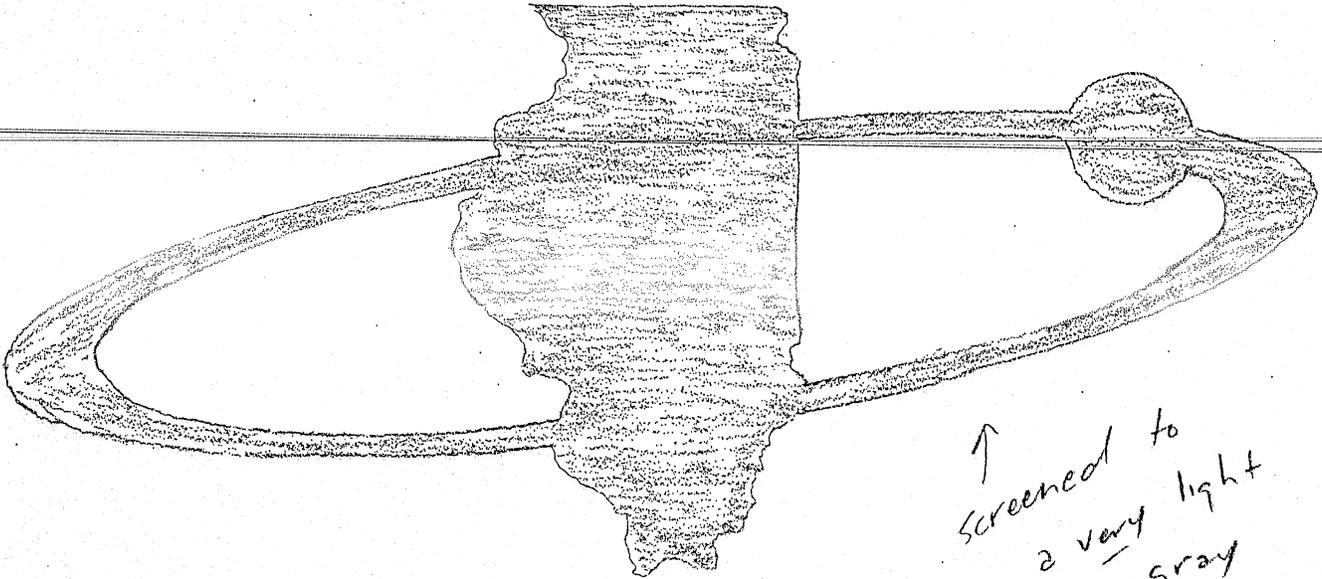
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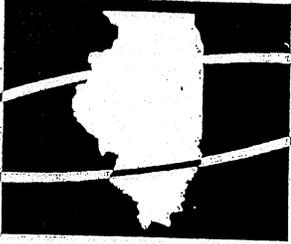
Mark Myrent

Letterhead second sheet
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Illinois



justicenetWORK

www.rcjia.state.il.us/ijn

Pedding and enhancing critical decision making
through statewide information sharing

Rod E. Blagojevich, Governor

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