



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

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

Regular Authority Meeting
Friday, December 5, 2008 at 9:00 a.m.
300 W. Adams
Chicago

AGENDA

- Call to Order and Roll Call
- 1. Approval of the Minutes of September 5, 2008 Regular Meeting
- Chairman's Remarks
- 2. Executive Director's Remarks
- 3. Budget Committee Report (*Eugene E. Murphy Jr. Chair*)
 - a. Report on November 12, 2008 Budget Committee Meeting
 - b. Fiscal Report
- Go to 2040 (*Mark Myrent, James Lewis, Dr. Dennis Rosenbaum*)
- 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, 300 W. Adams St. Suite 700, Chicago, Illinois, 60606-5150 or at (312) 793-8550. TDD services are available at (312) 793-4170.

MINUTES

REGULAR MEETING ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY

**September 5, 2008, 9:25 a.m.
160 North LaSalle Street, Room C-500
Chicago, Illinois**

Call to Order and Roll Call

Chairman Sheldon Sorosky convened the regular meeting of the Illinois Criminal Justice Information Authority. Before beginning formal proceedings, he noted that it was Clerk Brown's birthday the previous day, thus on behalf of the Board, he wished her a happy birthday. He then asked Jack Cutrone, the Authority's General Counsel, to call the roll.

In addition to Chairman Sorosky, other Authority Members in attendance were:

Clerk Dorothy Brown
Sheriff Tom Dart
Mr. Brad Demuzio
State's Attorney Richard A. Devine
Director Norbert Goetten
Clerk Becky Jansen
Director Thomas Jurkanin
Ms. Ellen Mandeltort
Director Michael J. Pelletier
Ms. Mariyana Spyropoulos
Mr. John Toscas

Approval of Minutes of the June 6, 2008 Regular Meeting

Chairman Sorosky welcomed Board members and, with a quorum in place, asked for a motion to adopt the minutes of the last Authority Meeting.

{Director Goetten moved that the minutes of the June 6, 2008 Authority Meeting be approved. State's Attorney Richard Devine seconded the motion and it was adopted by unanimous voice vote.}

Chairman's Remarks

He then reported that two members of the Authority Board have retired from their governmental positions: Sheriff Jerry Dawson and State Appellate Defender Ted Gottfried. He explained that as a result, by law, they have resigned their Authority positions, and he referred to resolutions of praise that were prepared for them, asking for a motion of adoption.

{Mr. Toscas moved that the resolutions be adopted, with State's Attorney Devine seconding the motion, which was approved unanimously by voice vote.}

Chairman Sorosky stated that both men personified hard-working, diligent public servants. He added that they undertook their positions effectively, with Sheriff Dawson for the prosecution, and Ted Gottfried representing the accused, but both willing to work with the other side in the interest of fairness. He said that they will be missed by the Authority and in their respective positions.

Executive Director's Remarks

Next, Chairman Sorosky called upon Executive Director Lori Levin for an update on Authority activities. He referred particularly to letters from Senators Durbin and Obama under Tab 2 in the informational materials concerning restoring funding. Director Levin noted that in addition to the referenced letters, which were received in response to Chairman Sorosky's letter that urged restoring the Justice Assistance Grant monies, the Authority has been working very closely with both Senators' offices on this issue.

She reported that the Authority also has been working with the National Criminal Justice Association and Senator Durbin's office to help obtain anti-gun initiative funding. She explained that it will be going to the City of Chicago and some parts of the Northern District of Illinois for additional dollars to try to fight crime. She also reported on the status of the Byrne Justice Assistance Grant funding. She said that although the Senate was working to add and restore the Byrne Justice Assistance Grant funding in the first emergency supplemental bill to help fund the war, it did not make it on the House side and, in fact, did not make it on the supplemental.

Director Levin stated that there is a second emergency supplemental bill, and that a letter urging support has been circulating both in the House and Senate. She remarked that for the most part, Illinois Congresspersons did commit to try to restore that money. She said their commitment makes a difference for the Authority in all of its funding situations not only for traditional Justice Assistance Grant grantees. She recalled that last year, the decrease in the Victim of Crime Act fund was made up for a one-time basis using some Justice Assistance Grant funding.

Turning to the history of Justice Assistance Grant funding, Director Levin recounted that it had gone down from more than \$20 million when it was just the Byrne Anti-Drug Abuse Act Grant money to \$14.4 million and later decreased to \$8.5 million. That reduction necessitated some harsh cuts and a 25 percent reduction to all JAG grantees that year. Director Levin later went up to approximately \$12.4 million last year but most recently all Byrne funds were reduced by two-thirds and now there is a little over \$4 million.

She explained that at this point since the Authority generally operates in arrears, she did not believe that cuts will be recommended for any Justice Assistance Grant funding this

year. However, she said that the Authority does not have any money to help any of the victims' organizations because they did not receive the cuts that the JAG grantees did.

The Director reported that the National Criminal Justice Association has been working with the National Governors' Association as well as the National Narcotics Officers' Association on a major public relations campaign aimed at restoring JAG dollars and that the Authority was asked to respond to press calls. She added that the Authority has been in contact with Senator Durbin's office concerning this issue.

Another matter the Director discussed was the decrease in Victims of Crime Act funding. She pointed out that it was not appropriated money, but basically a trust fund, which had its cap lowered. She said work needed to be done to raise the cap so that hopefully some of the cuts that the Authority Board is going to be asked to implement currently, could be restored at some later date.

Director Levin then related that she had a piece of good news to report. The Authority was recently awarded a discretionary grant in the amount of \$564,960 under the Rural Violence Against Women Act funds. The grant was for work with the Family Violence Coordinating Councils of the Fourth Judicial Circuit, as well as for the Illinois Family Violence Coordinating Council. She stated that the Fourth Judicial Circuit was comprised of several downstate counties, where a roving multidisciplinary team would be utilized to deal with domestic violence and sexual assaults.

Director Levin then remarked that while she does not like to repeat information that appears in the briefing materials, she wanted to highlight several initiatives that were included. First, she recounted that the Authority is continuing to implement the evaluation of the Safety Networks program under the direction of the Authority's Associate Director for Research and Analysis, Mark Myrent. She explained that the Safety Net Works program is the Governor's juvenile violence reduction initiative and that the Authority is funding some of it through JABG monies via the Illinois Violence Prevention Authority, as well as doing the evaluation.

Next, she cited the Go To 2040 regional comprehensive planning initiative launched by the Chicago Community Trust and the Chicago Metropolitan Agency for Planning in which the Authority was asked to participate. She explained that the long-range planning project covers the entire Chicago region for the seven counties including Cook, DuPage, Kane, Will, Kendall, Lake and McHenry. She further explained that Go To 2040 deals with all aspects of planning for Northern Illinois and that the Authority in partnership with UIC and their criminal justice department were selected to provide leadership in the area of public safety, crime and justice.

She added that ICJIA Board Members will be contacted to report on existing conditions and for thoughts regarding issues to be targeted for Go To 2040. Board Members will be asked to identify federal, state and local policies; resources, and organizations critical to successful planning for the region. She remarked that it is an exciting project and that

she was pleased that the Authority is part of it, adding that Mark Myrent deserves credit for spearheading the initiative's public safety, crime and justice portion.

She then reported that the Authority's "Trends and Issues 2008" continues to be very much in demand, for which she credited all of the Research Unit and in particular, Kim Burke, Chris Devitt, Jessica Ashley and Erica Hughes.

She reported that the Authority was to be acknowledged for its work related to Children's Advocacy Centers at a statewide meeting in Peoria.

Responding to a question raised by Director Norbert Goetten concerning the state budget, she said that last year's Authority budget was affected seriously. As to this year's budget, the Authority had only some issues. These affected only add-ons and not the Authority itself. As an example, she pointed to the Capital Punishment Reform Study Committee which requested \$250,000, but received \$125,000.

Also, she stated that the Governor vetoed add-ons for the South Suburban Major Crimes Initiatives and the Downstate Capital Punishment Project. As another example, she remarked that the Department of Human Services added to their budget to make up for the VOCA cuts for domestic violence and for sexual assault but those additions also were vetoed. She indicated that budget issues would be covered more thoroughly by the Authority's Acting Chief Financial Officer, Ron Litwin.

Before concluding her report, Director Levin called attention to a sign-in sheet for Board Members which she explained needed to be signed in addition to Board Members having to take the ethics test as part of the ethics legislation. She added that attempts are being made to make the test less burdensome.

Chairman Sorosky thanked Director Levin for her presentation and called on Ron Litwin, Acting Chief Financial Officer, for a fiscal report.

Fiscal Report by Ron Litwin, Acting Chief Financial Officer

Mr. Litwin said he would be presenting fiscal results and variances to the budget for the first 12 months of FY08 for agency operations, awards and grant activities. He noted that these results do not include lapse period expenditures. He added that afterwards, he would make a brief presentation on the FY09 budget.

He directed attention to Exhibit 1 in the handout materials, explaining that it represented a comparison of the expenditures and obligations to the total year budget for the General Revenue Fund and that he would only be commenting on the large budgeted variances. He said that the Personal Services, Retirement and FICA line item expenses were favorable due to open unfilled budgeted positions. Mr. Litwin then moved to the Contractual expenditures, which he remarked were lower than budget primarily due to a lowered monthly rent offset by moving expenses. Referring to the EDP line item, he

stated that these expenditures were favorable by approximately \$70,000 due to less spending for equipment, supplies, contractual and audit fees.

Mr. Litwin next turned to Exhibit 2. He mentioned that the Criminal Justice Trust Fund – Federal Section expenditures and obligations were 83 percent of the full year budget primarily due to higher budgeted than realized activity. He moved to the Federal Assistance Support line item stating that it represents expenditures of federal funding to administer the federal grants and the amount spent is also indicative of the activity for the year. Next he discussed the State Agency line item expenditures, explaining that they are expenditures of federal funding by various State of Illinois agencies and stating that the variance is primarily due to reduced expenditures in the Residential Substance Abuse Treatment Program.

He indicated that the Locals and Non-Profit Organization expenditure line item experienced a 90 percent level to budget. Moving to the Miscellaneous Awards and Grant line item, he explained that it is composed of federal and national organization funding primarily used for research of criminal justice issues and that the funding level for this activity was lower than budgeted. The Federal Crime Bill initiative was the next line item he detailed explaining that it accounts for the Violent Offender Incarceration and Truth in Sentencing Grant, which ended in September, 2008. He stated that the Shared Services line item was favorable due to no charges being assessed for the limited shared services that the Authority received.

Under the General Revenue Matching Funds/Other section, Mr. Litwin reviewed the first line item which he said accounted for the state match requirement for federal grants and explained that the amount of \$13,241 is low because that was the line item vetoed in last year's budget. Lastly under this section, for the Shared Services line item, he again pointed out there were no charges assessed due to the limited services that the Authority received.

Turning to the Criminal Justice Information Projects Section, he explained that the line item represents funding obtained from non-federal governmental entities, private sources, and not-for-profit organizations, based on grants sought and awarded, and that no funding was received for FY08. With respect to the last section, the Juvenile Accountability Incentive Block Fund, Mr. Litwin stated that the variance is due to a lower level of Federal Grant funding and once more, no charges were assessed for the Shared Services that the Authority received.

He then directed attention to the presentation of the FY09 Authority Budget Memorandum. He said that Director Levin covered some aspects and basically there was no change from one year to the next except for four items. First, he said there was a change in the retirement line for the General Revenue Fund, due to an increase in the amount that is required by the state pension system. The next large variance or change he detailed was the funding for the state match, which was line item vetoed last year, and is now at \$1 million. He then pointed out that the Study for Capital Punishment Reforms line item is at \$125,000, which is an increase due to the restoration of funding, although

\$250,000 had been requested. The last line item he covered was the Violent Offender Incarceration/Truth in Sentencing grant, which decreased due to its ending in September, 2008. He pointed out however that the FY09 appropriation is provided for possible refund activity, which concluded his report.

Chairman Sorosky thanked Mr. Litwin for his presentation and asked if there were any questions. Receiving none, he turned to the subject of adjustments to grants for which staff made recommendations that needed to be considered primarily in three areas: Justice Assistance Grants (JAG), Violence Against Women Act (VAWA) grants, and Victims of Crime Act (VOCA) grants. In accordance with Authority rules, he declared the meeting a Budget Committee meeting, operating as a Committee of the Budget as a whole for the limited purpose of addressing the budget-related agenda items. He then called upon Associate Director John Chonacki to present those adjustments.

Budget Committee Meeting Report and Minutes, September 5, 2008

Approval of the FFY07 Justice Assistance Grants (JAG) Plan Adjustments

Associate Director Chojnacki, referring to a memo in the meeting materials dated September 2, 2008 and regarding proposed JAG FFY07 plan adjustments, said that staff requested permission to reallocate previously designated JAG FFY07 funds from the Illinois Department of Juvenile Justice's (IDJJ) Young Offender Re-entry Program to the Illinois Department of Corrections' (IDOC) Community-based Residential Treatment for Adults Program. He said that Program Supervisor Mike Carter was available to answer any questions.

Director Levin said that, essentially, this request was intended to prevent a lapse in funds back to the federal government by allowing the funds to be reprogrammed between the IDJJ and the IDOC. Mr. Chojnacki confirmed that \$40,000 would transfer from the IDJJ program to the IDOC program.

{Director Goetten moved to approve the FFY07 JAG Plan Adjustments. Director Demuzio seconded the motion and it was approved by unanimous voice vote.}

Approval of the FFY02, FFY04, and FFY05 Violence Against Women Act (VAWA) Plan Adjustments

Mr. Chojnacki, referring to the memo dated August 22, 2008 in the meeting materials and regarding proposed VAWA FFY02, FFY04, and FFY05 plan adjustments, said that the memo detailed designation reduction requests and recommended new designations. He said that Program Supervisor Greg Stevens was available to answer any questions.

Director Levin said that staff recommended \$364,000 in FFY05 funding to the City of Chicago's Domestic Violence HelpLine. She said that staff had received permission from the Office of Violence Against Women (OVW) to shift the funding source for this

program from Victims of Crime Act (VOCA) funds to VAWA Law Enforcement funds. She said that staff is trying to come up with creative uses of limited funds. She also said that staff requested that \$55,500 in FFY05 funds be designated to the East Central Illinois Mobile Police Training Unit and that \$20,000 be designated to the Illinois Coalition Against Sexual Assault for improving the medical response to rape victims. She said that the total amount of the new designation requests was \$439,500.

{Mr. Toscas moved to approve the FFY02, FFY04, and FFY05 VAWA Plan Adjustments described in the memo. Director Goetten seconded the motion and it was approved by unanimous voice vote.}

Approval of the FFY06 and FFY07 Victims of Crime Act (VOCA) Plan Adjustments and the FFY08 VOCA Plan Introduction

Mr. Chojnacki, referring to the memo dated August 22, 2008 and regarding proposed VOCA plan adjustments for FFY06 and FFY07 and the FFY08 introduction, said that Program Supervisor Greg Stevens was available to answer any questions.

Director Levin, referring to the table at the bottom of Page 13 of the memo, said that the table summarized all available funds, assuming the adoption by this committee of the proposals set forth in the memo. She said that the table indicates that there would be virtually no funds available for future programming out of existing federal fiscal year awards. She added that all VOCA programs endured a 27.8 percent cut. That cut was primarily a function of the VOCA cap having been lowered. She said that staff did as much juggling as possible in crafting the recommendations in the memo in an attempt to spend all of these funds and to deal funding cuts in an even-handed manner to all grantees.

Director Levin said that last year staff had temporarily moved some grants to the Cook County State's Attorney's Office and a grant to the Authority off of VOCA funding and covered those grants with JAG funds. As it is not possible to continue maintaining those grants with JAG funds, they were moved back under VOCA funding and this contributed to the exhaustion of available VOCA funds.

Director Levin said that there would be no back-up funds for next year. She said that it is very, very crucial that the Authority Board members do whatever they could to educate their legislators and elected representatives because the Authority is now in a very difficult position. The Authority has never been in this sort of a situation before where it has had to demand that its grantees take an almost 28 percent funding reduction. She said that when staff first began working on the funding cuts, the reductions originally looked like they would be greater than 28 percent.

Director Levin said that staff has done its best. She asked that the board approve the many designations listed in the memo. She said that all affected grantees had been notified in advance of these pending funding cuts.

{Mr. Toscas moved to approve the FFY06 and FFY07 VOCA Plan Adjustments and the FFY08 Plan Introduction. Director Jurkanin seconded the motion and it was approved by unanimous voice vote.}

Adjourn

At this point, Chairman Sorosky declared the conclusion of the Budget Agenda portion of the meeting and the Authority Regular meeting resumed.

Presentation on Campus Crime by ICJIA Research Analysts Kimberly Burke and Erica Hughes

Chairman Sorosky then called upon Authority Research Analysts Kimberly Burke and Erica Hughes for a presentation on campus crime and safety. Ms. Burke began by stating that after the incidents at Virginia Tech and Northern Illinois University, the Authority decided to examine campus crime and campus safety in Illinois as the subject of a research report. She said that the purpose of the report was to look at the nature of crime on college campuses and what is being done to ensure that institutions of higher education are safe learning environments for everyone.

She remarked that while researching the topic, a major body of data collected by the United States Department of Education was discovered, which she said Ms. Hughes would be discussing. Ms. Burke then called attention to some of the high profile cases of campus violence in the United States and cited one in particular that motivated changes in the federal legislation around campus crime, the rape and murder of Jeanne Clery in 1986 on the campus of a small school in North Carolina.

She continued to say that subsequently Jeanne Clery's parents became advocates of safer college campuses, which led to the creation of Security on Campus Incorporated, a not-for-profit agency that provides training for campus law enforcement and campus safety. That initiative, she explained, led to the Students Right to Know Bill, which later became known as the Jeanne Clery Act. She stated that the three components of the Clery Act are: timely warnings, making campus security policies public, and assuring that crime data are collected and disseminated to current and prospective students and employees every year.

She mentioned that there has been a conflict between the Clery Act and the Family Education and Right to Privacy Act, in terms of how much the mental health community can tell campus law enforcement about a suspect, as demonstrated somewhat with the offender from NIU. Ms. Burke next referred to the Campus Security Enhancement Act, which the Governor signed, making Illinois the first state to require all colleges and universities plan for and practice their response to emergencies of all types. She said that the law includes not just crime, but natural disasters and anything that affects the campus, ensuring that plans are developed in partnership with local law enforcement response agencies and mental health service providers.

Erica Hughes then began her part of the presentation. She explained that the campus crime data submitted to the U.S. Department of Education Office of Postsecondary Education come from Title IV schools and reflect reported violent and property offenses, arrests, and referrals for disciplinary action (disciplinary process through the school).

She mentioned that the information from the Department of Education is more complete than any received previously. She added that data from more than 400 schools that report to the Department of Education are being used for trend analysis.

Ms. Hughes then turned to a slide displaying the offenses that have been reported on campuses. She explained that they vary slightly from similar information collected through UCR. She called attention to the percent change category, noting a decrease in reported crime. She added that the number of reported crimes themselves have decreased especially for aggravated assaults and for motor vehicle theft. She went on to say that the majority of the violent offenses occurred on public property in close proximity to campuses while property offenses occurred on campus. Ms. Hughes remarked, however, that most forcible sex offenses occurred on campus, stating that 70 percent of the more than one thousand sex offenses in the time period studied happened in residence halls.

She then covered the subject of referrals for disciplinary action and arrests. She pointed out that liquor substantially outnumbered violations of any other kind. In addition, she said referrals for liquor violations more than doubled while arrests for the same violation type remained stable. She further noted that there was a larger increase in referrals than arrests for drug violations, and weapon violations were more likely to result in arrest than referral in more recent years. Ms. Hughes stated that most arrests and referrals were for incidents on campus.

Ms. Hughes continued with some comparisons between Illinois UCR data on statewide overall crime trends and what is happening on college campuses. She reported that for violent and property crime there is a larger decrease statewide than on campuses, but she clarified that thefts are not reported by campuses and said if they were, the spreads might look different.

Ms. Hughes moved on to reported sex offenses and stated that they are decreasing at a greater rate on campus than statewide. She added, however, that they still make up a bigger part of overall violent crime on campus than statewide. Turning to drug arrests, she stated they are actually decreasing statewide while they are increasing on campuses.

Kimberly Burke then reported on some responses to campus crime in Illinois. She said that the Governor in April of last year announced several campus safety initiatives, including the creation of a Campus Security Task Force. She stated that it is comprised of members from community colleges, public and private colleges and universities, the Illinois Terrorism Task Force, the Illinois Emergency Management Agency, the State Police, and Illinois campus law enforcement and administrators. She explained that the Campus Security Task Force was charged with identifying and implementing training

needs and programs to assist campuses with preparing for, responding to, and recovering from emergency or security incidents on campus. She added that the Campus Security Task Force just issued its full report this past summer.

Ms. Burke then stated that last month, the State provided training to develop Campus Community Emergency Response Teams. She added that this training was for teams of campus police, public safety, security, emergency management, emergency services, and other personnel. She said that the goal was to learn about disaster preparedness, fire safety, search and rescue operations, and disaster psychology. She mentioned that the training included a component that simulated disasters or different crime incidents so that the recipients could practice and not just be in the classroom.

She then discussed a collaboration through the Illinois Department of Human Services to enhance and expand the statewide infrastructure for addressing and reducing underage drinking. She said that one of the notable accomplishments is that the Illinois Higher Education Center increased the numbers of college campuses implementing some best practice strategies to reduce underage drinking.

Ms. Burke next stated that Prevention First Incorporated has increased the number of local law enforcement officers who are trained and certified in strategies to reduce underage drinking. She then discussed the Critical Incident Preparedness and Response on Campus Study, which was funded by the Authority and conducted by researchers from Southern Illinois University. She said it surveyed campus and safety officials and local law enforcement agencies for their perceptions of their training and preparedness for any kind of critical incident not limited to crime, but anything that could affect anyone on campus, such as natural disasters.

She cited several recommendations from the study for campuses to become safer places including one calling for incorporating several types of technology to get information to people and also involving the information technology department in the planning process. She said the study also recommended not just having the communications system in place, but using it so that people become familiar with it. Additionally, she mentioned that the study recommends urging students to report any unusual behavior by individuals that they observe.

In conclusion, Ms. Burke remarked that the presentation on campus crime that she and Ms. Hughes made to the Board is an overview of the report that will be placed on the Authority website in approximately a month. She then asked for any questions.

In response, Chairman Sorosky asked if there ever were a survey done comparing residence halls where students are somewhat compelled to live together versus apartments or fraternity houses where students voluntarily select their mates. Ms. Burke said that most of the surveys have been done with staff and personnel, not the actual students and this was an area that needed review. Ms. Hughes added that there were data that could be used for this purpose.

Chairman Sorosky thanked Ms. Hughes and Ms. Burke for their presentation and asked if there were any old business, new business or other concerns. With no response, he called for a motion to adjourn and noted that December 5 will be the last Authority Board Meeting of the year.

Motion to Adjourn

{Mr. Toscas' motion to adjourn was seconded by Ms. Spyropoulos and passed by unanimous voice vote.}



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • 7th Floor • Chicago, Illinois 60606 • (312) 793-8550

Memorandum

To: Authority Members
From: Ted Miller,
Chief Fiscal Officer
Date: November 12, 2008
Re: Authority Fiscal Reports

Attached are the FY 2009 fiscal reports covering the period:
July 1, 2008 through September 30, 2008.

Exhibit #1 – Operations

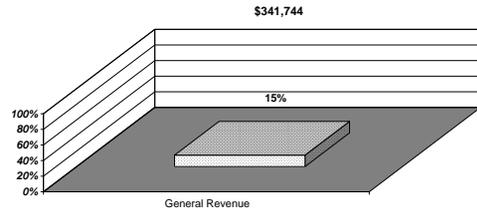
As shown on Exhibit 1, the Authority has expended or obligated 15% of our General Revenue operations.

Exhibit #2 – Awards and Grants

As shown on Exhibit 2, the Authority has expended or obligated 34% of our General Revenue matching funds appropriation and 20% of our total appropriation.

I will be available at the Authority meeting to answer any questions you may have regarding these reports.

Exhibit #1 - Operations
Illinois Criminal Justice Information Authority
FY 2008 Expenditures/Obligations
 July 1, 2008 - September 30, 2008

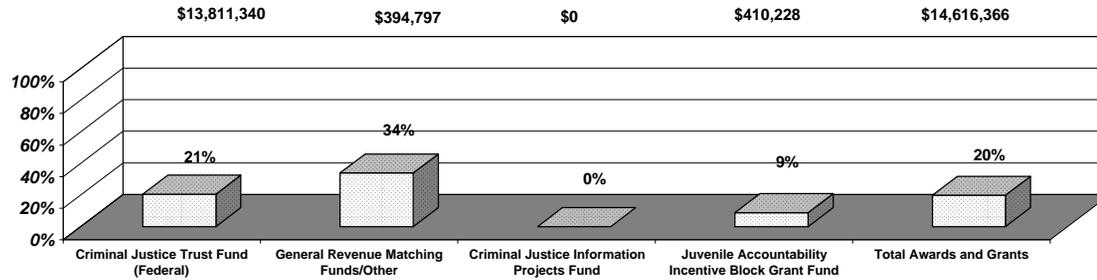


	General Revenue			
	Budget/ (1) Appropriation	Reserve	Expenditures/ Obligations	Balance (2)
Personal Services	\$1,375,000	\$0	\$201,875	\$1,173,125
Retirement	\$244,700	\$0	\$42,303	\$202,397
FICA	\$95,800	\$0	\$15,240	\$80,560
Contractual	\$331,700	\$0	\$53,553	\$278,147
Travel	\$11,200	\$0	\$862	\$10,338
Commodities	\$12,000	\$0	\$554	\$11,446
Printing	\$13,500	\$0	\$475	\$13,025
Equipment	\$5,500	\$0	\$0	\$5,500
EDP	\$165,000	\$0	\$18,322	\$146,678
Telecommunications	\$44,100	\$0	\$7,928	\$36,172
Operation of Auto	\$13,500	\$0	\$632	\$12,868
Total	\$2,312,000	\$0	\$341,744	\$1,970,256
% of Appropriation (less Reserve):			15%	85%

(1) This amount is the total that the Legislature approved and does not equal the total amount spent.

(2) Balance does not equal end of period cash balance. This is the difference between budget and actual expenditures / obligations.

Exhibit #2 - Awards & Grants
Illinois Criminal Justice Information Authority
FY 2008 Expenditures/Obligations
 July 1, 2007 - June 30, 2008



	Criminal Justice Trust Fund (Federal)			General Revenue Matching Funds/Other			Criminal Justice Information Projects Fund			
	Budget/ (1) Appropriation	Expenditures/ Obligations	Balance (2)	Budget/ (1) Appropriation	Reserve	Expenditures/ Obligations	Balance (2)	Budget/ (1) Appropriation	Expenditures/ Obligations	Balance (2)
Federal Assistance Support	\$5,800,000	\$594,746	\$5,205,254	\$1,000,000	\$0	\$394,797	\$605,203			
State Agencies	\$12,000,000	\$3,668,367	\$8,331,633							
Locals/Non-Profit Orgs.	\$37,000,000	\$9,488,206	\$27,511,794							
Misc. Awards/Grants	\$1,700,000	\$60,021	\$1,639,979	\$0	\$0	\$0	\$0	\$400,000	\$0	\$400,000
Fed. Crime Bill Initiatives	\$10,000,000	\$0	\$10,000,000							
Shared Services	\$700,000	\$0	\$700,000	\$162,165	\$0	\$0	\$162,165			
Total	\$67,200,000	\$13,811,340	\$53,388,660	\$1,162,165	\$0	\$394,797	\$767,368	\$400,000	\$0	\$400,000
% of Appropriation (less Reserve):		21%	79%			34%	66%		0%	100%
	Juvenile Accountability Incentive Block Grant Fund			Total						
	Budget/ (1) Appropriation	Expenditures/ Obligations	Balance (2)	Budget/ (1) Appropriation	Reserve	Expenditures/ Obligations	Balance (2)			
Federal Assistance Support				\$6,800,000	\$0	\$989,543	\$5,810,457			
State Agencies				\$12,000,000	\$0	\$3,668,367	\$8,331,633			
Locals/Non-Profit Orgs.				\$37,000,000	\$0	\$9,488,206	\$27,511,794			
Misc. Awards/Grants				\$2,100,000	\$0	\$60,021	\$2,039,979			
Fed. Crime Bill Initiatives				\$10,000,000	\$0	\$0	\$10,000,000			
Shared Services	\$100,000	\$0	\$100,000	\$962,165	\$0	\$0	\$962,165			
Juvenile Accountability Block Grant	\$4,500,000	\$410,228	\$4,089,772	\$4,500,000	\$0	\$410,228	\$4,089,772			
Total	\$4,600,000	\$410,228	\$4,189,772	\$73,362,165	\$0	\$14,616,366	\$58,745,800			
% of Appropriation (less Reserve):		9%	91%			20%	80%			

(1) This amount is the total that the Legislature approved and does not equal the total amount spent.

(2) Balance does not equal end of period cash balance. This is the difference between budget and actual expenditures / obligations.

General Revenue	15%
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Criminal Justice Trust Fund (Federal)	21%
General Revenue Matching Funds/Other	34%
Criminal Justice Information Projects Fund	0%
Juvenile Accountability Incentive Block Grant Fund	9%
Total Awards and Grants	20%



**ILLINOIS
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300 W. Adams Street • 7th Floor • Chicago, Illinois 60606 • (312) 793-8550

MEMORANDUM

To: Authority Members
From: Ted Miller
Chief Fiscal Officer
Date: November 12, 2008
Re: Summary of Office of Fiscal Management Activities

The following highlights the work by the Office of Fiscal Management for the Fiscal Year 2009 through September 30, 2008.

Reports

The following reports were prepared and submitted by the OFM staff:

- Quarterly Federal Financial Status Reports (SF 269's) for direct and formula grant awards.
- Cost center reports for agency operations and federal grant cost centers.
- Monthly expense variance report preparation and analysis for the Governor's Office of Management and Budget.
- Quarterly aged accounts receivable and payment application reports.

Federal Grants

- Conducted preliminary budget reviews of approximately 95 interagency agreements.
- Processed 104 contract obligation documents (\$9,323,00) and 402 vouchers (\$7,118,319) for federal grants to state and local governments and not-for-profit agencies.

General Agency Obligations

- Completed the obligation, expenditure and cash reconciliations for five funds.
- Established Appropriation authority for FY 2009.



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Memorandum

To: Authority Members

From: John Chojnacki, Associate Director, Federal & State Grants Unit

Date: November 24, 2008

Re: Federal and State Grants Unit Report – December 5, 2008 Authority Meeting

The staff assigned to the Federal and State Grants Unit (FSGU) performed the following activities during the period of August 1, 2008 to October 31, 2008. During this period, FSGU headcount increased to 18. New hires are pending at this time.

Grant Activities

During the reporting period, FSGU staff monitored 453 grants, representing \$54,811,693 in grant funds. Monitoring included the following:

- Reviewing (1,064) monthly or quarterly reports: (540) data and (524) fiscal;
- Initiating disbursement of funds requested by grantees;
- Conducting (over 20) site visits;
- Processing budget revisions and/or amendments to existing agreements;
- Reviewing requests for proposals (RFPs) drafted by grantees and proposed subcontracts between grantees and other service providers or vendors; and
- Providing technical assistance to grantees (approximately 3,600 times). This included telephonic, e-mail, and on site contacts with grantees that requested assistance regarding issues relating to their grant(s). Staff also received communications from non-grantees regarding types of grants available through the federal government, and/or how to complete forms for federal grants.

During this reporting period, FSGU staff began processing 132 new agreements (grants), representing \$12,897,117 in grant funds. Processing of a new agreement includes:

- Negotiating the program narrative, budget, and budget narrative with the grantee;
- Processing the grant proposal for in-house legal, fiscal, and research and analysis reviews and comments;
- Making necessary changes and forwarding the agreement to the grantee for signature;
- Once returned, processing the agreement through the Office of General Counsel for the executive director's signature, and, when signed, returning a fully executed copy to the grantee as well as other contacts; and
- Initiating an obligation and disbursing any initial funds that are requested.

Administrative Activities

Meetings

During the reporting period, FSGU staff have planned for and/or staffed 6 meetings:

- Two Budget Committee meetings were held; one Budget Committee meeting was held on August 26, 2008, and one Budget Committee meeting was included in the agenda of the September 5, 2008 Authority Regular meeting.
- The Illinois Motor Vehicle Theft Prevention Council (IMVTPC) conducted a regular meeting on August 22, 2008 and a grant review meeting on October 22 in Chicago.
- Two Juvenile Crime Enforcement Coalition meetings were held; one regular meeting was held on August 18, 2008, one planning meeting was held on October 7, 2008 in Chicago.

Meeting preparation often involves coordination with other Authority units such as Research and Analysis and the Office of Administrative Services, and often includes logistics coordination and production, assembly, and mailing of materials.

Federal Program Awards

Between August 1 and October 31 of 2008, eight awards were received from the following federal programs:

Program	Date Received	Amount
Justice Assistance Grant (JAG) FFY08	August 6, 2008	\$4,299,478
Victims of Crime Act (VOCA) FFY08	August 19, 2008	\$12,411,000
Rural Domestic Violence, Dating Violence, Sexual Assault & Stalking Assistance Program (VAWA Rural) FFY08	August 29, 2008	\$564,960
Project Safe Neighborhoods Central (PSN) FFY08	August 29, 2008*	\$89,975
Juvenile Accountability Block Grant (JABG) FFY08	September 5, 2008	\$1,544,600
National Forensic Science Improvement Act (NFSIA) FFY08	September 10, 2008	\$572,110
Congressionally Mandated Awards (CMA) FFY08	September 25, 2008	\$178,870
Justice Assistance Grant (JAG) <i>Supplemental</i> FFY08	September 30, 2008	\$426,751

*We have been awarded this grant but our acceptance has not yet been approved.

Training / Conferences

One staff member attended a Homeland Security Training related to Illinois Terrorist Task Force membership.

One staff member attended the National Association of VOCA Administrator Association (NAVAA) conference September 16-19 in Buffalo New York.

Five staff members attended a training session conducted by the National Center for Victims of Crime in Chicago, Illinois. October 21, 2008.

Other Activities

- 1) In support of the Authority's Strategic Plan, staff continues to prioritize projects and activities as well as develop strategies to best incorporate the Authority's Action Plan initiatives into unit operations.
- 2) During the reporting period, FSGU continued to operate without a full staff. Executive staff is pursuing the hiring process with expectations of returning the unit to full strength. On an individual basis, staff members have continued to handle increased grant loads, train the new employees, and perform other responsibilities, pending the filling of vacant positions.
- 3) Staff continually updates Attachment A's, fact sheets (program/fund information sheets), funding charts, and other items on the Authority's Internet and Intranet sites.
- 4) Staff is examining ways to improve the public's access via the Internet to information relating to programs that receive funds from the Authority and to information about the individual grantees. This is part of an on-going process aimed at making the Authority's activities more open and transparent to the general public.
- 5) FSGU staff is continuing to work and meet with the Authority's Research and Analysis Unit as well as other state and local agencies, such as the Administrative Office of the Illinois Courts, jail-based mental health services, community-based transitional services for female offenders, and juvenile reporting centers to advance common goals and projects.
- 6) Staff has been working closely with Fiscal Management staff to close out the following federal awards:
 - A) Anti-Drug Abuse Act (ADAA) FFY 2004.
 - B) National Criminal History Improvement Project (NCHIP) FFY 2006.
 - C) National Forensic Sciences Improvement Act (NFSIA) FFY 2006.
 - D) Project Safe Neighborhoods (PSN), Central and Northern Districts FFY 2005, PSN Central FFY 2006, and PSN Anti-Gang FFY 2006.
 - E) Residential Substance Abuse Treatment Act (RSAT) FFY 2003.
 - F) Violence Against Women Act (VAWA) FFY 2003.
 - G) Victims of Crime Act (VOCA) FFY 2005.
- 7) Staff continues to be involved in post-Balanced and Restorative Justice (BARJ) Summit activities, including the Illinois BARJ initiative.
- 8) As part of the Authority's on-going efforts to upgrade its information systems, staff has worked with the Information Services Unit and the Research and Analysis Unit to design a new E-Grant database system. A beta version is nearing completion. The new E-Grant system will replace the current Grant Management Information System.



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Memorandum

To: Authority Members

From: Herbert Johnson
IIJIS Project Manager

Date: November 17, 2008

Re: Illinois Integrated Justice Information System Project Update
August 2008 through November 2008

Since the last report to Authority members, progress has been made in the following areas of the Illinois Integrated Justice Information Systems (IIJIS) Project:

IIJIS Survey on Integration Needs

- A new version of the IIJIS Survey has been completed and distributed to key stakeholders. The survey covers the areas of general automation, information that is both transferred and received, as well as the information systems integration needs. The survey is designed to discover the level of integration and information sharing that is taking place within the criminal justice agencies throughout the state, as well as determine the technological capacity within an agency. An electronic version of the survey is being tested and will be available for distribution to the stakeholders as well.

IIJIS Outreach Committee

- The Outreach Committee continues to work on the educational materials that will help to comprise its Media Strategy. The committee has developed a new brochure, and Champion letter along with an updated version of the IIJIS PowerPoint Presentation. These will be great marketing tools to educate and promote IIJIS to stakeholders throughout the state. Planning continues for the 2009 IIJIS Summit, which will be held in the late spring.

IIJIS Technical Committee

- The Technical Committee has been reestablished under the leadership of Commander Jonathan Lewin of the Chicago Police Department. The Committee is vetting IIJIS Strategic Issue 5: Establishing standards/regulations for data sharing and infrastructure development, and Strategic Issue 6: Secure, reliable, effective, and efficient information technology (IT) infrastructure that facilitates justice information sharing. The Committee will be working on language for the desired environment, and what success would look like once these issues have been fully implemented. These issues are part of the Strategic Direction for Enterprise Information Sharing that will form the basis of a new and completely revamped IIJIS Strategic Plan.

IIJIS Governance

- Each of the committees of the Implementation Board has prepared its deliverables for the fiscal year which ends June 30, 2009. Each committee has indicated that it would work toward key success items that will continue to move the project forward. The success of each of the committee's projects will form the basis for our annual report.

IIJIS Privacy Policy Guidance Volume II

- The development of Volume II of the Privacy Policy Guidance, the addressing of enhanced collection, analysis, and dissemination of police report information continues. Due to the fact that there is a limited amount of time available for researching the key issues, IIJIS is seeking the assistance of a legal intern to continue to identify existing protections for each of the issues.



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Memorandum

To: Authority Members
From: Anthony Jenkins
Date: November 17, 2008
Re: Information Systems Unit Report

Since the last report to Authority members, progress has been made in the following areas of the Information Services Unit (ISU).

The InfoNet System

One hundred and eight domestic violence and sexual assault programs and sixteen child advocacy centers currently access InfoNet from nearly two hundred sites throughout the state. Since the Authority last met, the InfoNet team continued to improve the efficiency and performance of the system for current users. Some specific accomplishments during the past quarter follow.

ICJIA staff continued to provide technical assistance and training to InfoNet users during the quarter. An estimated 250 technical assistance calls were responded to by staff during this period. Additionally, five trainings were conducted for domestic violence and sexual assault centers in Chicago and Springfield. Beginner trainings were held on 10/31 and 11/17 for domestic violence program staff and 11/5 for sexual assault program staff. Advanced trainings were held for program managers in Chicago on 11/12 and 11/20. Additionally, two additional trainings were held via teleconference on 10/27/08 (one in the morning and one in the afternoon) to train users how to utilize InfoNet's upgrades for FY09. These trainings combined were attended by an estimated 75 program staff from domestic violence and sexual assault programs statewide.

In October 2008, the InfoNet team posted a new page to InfoNet so that users could enter service outcome data as required by the Family Violence Prevention and Services Act (FVPSA), administered by the Illinois Department of Human Services. This mandates

users to collect survey data from clients who receive services. The survey aims to measure service outcomes, and the new page allows them to enter this data into InfoNet.

Also during the period, developers completed an automated email program that automatically emails program directors when reports generated by funders are ready for review. This will increase the speed and efficiency of the grant monitoring process for the Illinois Department of Human Services, the Illinois Coalition Against Domestic Violence and the Illinois Coalition Against Sexual Assault.

In response to interest expressed from other states about implementing InfoNet or a similar system in their own states, ICJIA began the InfoNet feasibility study during the quarter. An external information technology consultant(s) was hired in early October to complete this study, which will yield tangible findings about the technological, financial, human and other resources necessary to provide quality InfoNet support for across state lines. If ICJIA were to provide such support, it would improve the cost efficiency of InfoNet because we would share resources and costs with another state(s). This would also give InfoNet potential to become a national database. This study will help ICJIA make a better informed decision about providing InfoNet support to other states.

CLARIS Web-based Application for methamphetamine lab reporting

The Office of National Drug Control Policy (ONDCP) has asked each state to identify a single agency to be responsible for collecting monthly information regarding meth lab seizure incidents. The Illinois Criminal Justice Information Authority has been identified as the agency to collect this information. CLARIS is the web interface and database that was developed by staff to allow Illinois law enforcement agency personnel to enter meth lab seizure data, access these data, and extract these data from customized queries. It is currently operational and successfully collecting data from ISP's Meth Response Teams (MRT), Metropolitan Enforcement Groups (MEGs) and Drug Taskforces, for a total of twenty-three agencies.

Systems Support Quarterly Report

Systems support continues its technical support to the agency internal and external users along with the support of the agency local and wide area networks. Maintaining, upgrading and updating the existing systems remain the top priority. Technical resources are being used to troubleshoot servers, computers and other network peripherals as needed. The agency systems, CLARIS, InfoNet, GMIS, and Web Services are being monitored and backed up. CLARIS reports are being generated on a weekly basis and the results provided to the Claris staff.

ISU staff continues the development and improvement of our business continuity plan. The primary focus of this plan is to provide a plan to respond to a disaster that destroys or severely cripples the Authority's computer systems, and organization. The intent is to restore the organization and computer operations as quickly as possible with the latest and most up-to-date data available.

System support staff has been experimenting with D2D backup on one of our development servers; the test has been very successful. Disk to Disk backup (D2D) utilizes a low-cost disk device that replaces tape as the initial store for backup data. The advantages of disk as data backup and storage solutions are numerous; faster backups, near instantaneous restores, no media or tape handling errors, to name a few. We will still copy backup jobs to tape as necessary to meet our disaster recovery and long-term data retention objectives.

The Authority is now using Adobe Acrobat Connect Pro Web conferencing software; Web conferencing employs the Internet to allow users to collaborate with one another using their PCs. Using web conferencing, meeting participants can share presentations and other contents of their PC desktop. The Infonet project leader is using this software for presentations, and training of sites that required down state travel.

Continue to work with the OAS Director on purchasing a new HP server for the replacement of our webprod1 server. The purchased of this server is a continuing part of the overall effort by the Authority to purchase the required upgrades and enhanced products needed to support our systems and take advantage of the newer technologies available, and replace obsolete equipment. This server is over seven years old; this device is not cost effective due to the maintenance and performance. This server will be used for the application Webboard8, which is a software package that is used for collaboration. Collaboration software has become mission-critical for enterprises seeking to create agile, effective organizations. It is possible to connect staff members, partners like The Chicago Women's Health Risk Study (CWHRS) and vendors in a manner that suits them wherever they are, over any device - wired or wireless, or personal computer.

The Authority's CHRI-Audit project will be using PGP Desktop Storage software, which will be used with CHRI data that will be sent to Urban Institute. Pretty Good Privacy (PGP) is a computer program that provides cryptographic privacy and authentication. PGP is often used for signing, encrypting and decrypting shared files with selected colleagues. This approach ensures that only authorized users can access sensitive data, fulfilling partner and regulatory requirements for information partitioning and security.

ISU staff is continuing to working on installing a standby SQL server for the Info Net system, this is a second server that can be brought online if the primary production server fails. The standby server contains a copy of the databases on the primary server. A standby server can also be used when a primary server becomes unavailable due to scheduled maintenance.

Staff continues to work towards installing web Trend, Web Trends is a Log Analyzer for web sites; we are looking into installing this product on INFONET and CLARIS systems. It will give us information about our site's visitors: activity statistics, accessed files, and paths through the site, information about referring pages, search engines, browsers, and operating systems.

The Authority's Microsoft's MSDN Subscriptions has expired, ISU is working with OAS on acquiring a new license, this product will help our development teams be more efficient, effective, and productive by providing a cost-effective way to license Microsoft platforms and tools, receive technical support, and gain priority access to new versions of Microsoft products, including developer tools, Microsoft operating systems, server software, and productivity applications.

Staff is continuing to work on the Authority's Intranet site, we have added a Microsoft Office technical reference section to the intranet, this private computer network has advantages; Our Intranet can help our staff to locate and view office information faster and use applications relevant to their roles and responsibilities.

Staff is continuing the project on documenting our network, this will assist us in faster troubleshooting, reduces the need to research solutions to the same problem each time the problem arises.

Continuing to work with the InfoNet Project Director on ordering two new 64 bit backup servers, we are currently working on acquiring a quote from Dell, and identifying other Infonet servers that need updating or replacing.

Application staff is continuing to work with the IJIS Project Manager on creating a web base survey form for the Municipal Law Enforcement section, staff also continue to identify needed changes on the IJIS main web site.



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To: Authority Members

From: Mark Myrent, Associate Director
Research and Analysis Unit

Date: November 17, 2008

Re: Research and Analysis Unit Report for the December 2008 Authority Meeting

This memorandum highlights some of the work performed by staff of the Research and Analysis Unit since the Authority's last quarterly meeting.

I. NEW PROJECTS

A. Safety Net Works – Implementation Evaluation

The first phase in evaluating the Safety Net Works Initiative will focus on program implementation in each of the 17 sites. This implementation evaluation will place emphasis on project planning, design, implementation and operation, and span all stages of project evolution. The primary purpose of this implementation evaluation will be to assess the extent to which project implementation is conducted in accordance with pre-operational expectations; to document the progress and limitations of the program's implementation; to provide recommendations and guide refinement of the project; to prepare for a future impact assessment and build evaluation capacity; and to inform and guide similar undertakings.

The implementation evaluation will pay special attention to practical, management-oriented issues, as well as interpersonal and group dynamics. The methodology will include assessments of program set-up and development, the nature and extent of collaboration among participating agencies and organizations, program operations and service delivery. Sources of data will include implementation reporting forms, interviews, focus groups, and surveys. Specifically, instruments such as the Wilder Collaboration Factors Inventory and Collaborative Effectiveness Worksheet may be useful in assessing individual and group perceptions of needs as it pertains to continued successful implementation. Additionally, program documentation, as well as program and baseline data, may be used. Each of the 17 sites will be evaluated on their program setup, collaboration, and service delivery to the target population. A smaller subset of sites will be selected for a more thorough evaluation through the use of multiple interviews and site visits over the span of the evaluation period.

Authority staff have contributed community area profiles for each of the 17 community areas that the sites are located in. These community profiles provide data on demographic, economic, housing, substance abuse, health, child assistance, and crime indicators collected from several state, non-profit, and academic organizations. Safety Net Works sites will be able to use the profiles to assist in strategic planning and program implementation. Drafts of profiles for the Chicago community areas have been completed and are undergoing constant updating as more data are included. Authority staff have begun developing survey and interview forms, as well as a database to house baseline data and information gathered from implementation reports.

B. Go To 2040 Regional Comprehensive Planning Initiative

The Chicago Metropolitan Agency for Planning (CMAP) initiated a comprehensive, long-range planning project for the Chicago region (Cook, DuPage, Kane Will, Kendall, Lake and McHenry counties) entitled *Go To 2040*. With resources made available by the Chicago Community Trust, this planning process was enlarged to include multiple domains related to quality of life in the region, including education, health, workforce development, arts and culture, food security, human relations and public safety. The Authority, in partnership with the University of Illinois Chicago (UIC) Criminal Justice Department, was selected to provide leadership in the area of crime and justice within the public safety sphere. As lead agency, Authority staff is expected to identify indicators, report on existing conditions, make recommendations for action in the area of crime and justice, and with guidance from an Advisory Committee, produce a report that will:

- a) state the present condition of the issue examined;
- b) identify challenges and opportunities;
- c) set targets for 2040;
- d) identify strategies and their impact for the region;
- e) identify federal, state and local policies and resources critical to the success of the region; and
- f) identify all organizations working on the issue and other resources relevant to the issue.

During the last quarter, the Crime and Justice Advisory Group was formed with thirty leaders in the criminal justice field. These include both academics from several universities in the area, as well as the heads of criminal justice agencies. This group met on October 3rd at the Authority to begin discussions on the future of public safety and the criminal justice system in the next thirty years. The issues that emerged from the meeting will be used as a starting point for developing strategies toward ensuring safer and more equitable communities in the decades ahead. Advisors will be invited to participate in a web-enabled discussion forum to continue the planning process. A second meeting will be scheduled in December to gain the group's consensus on recommended strategies. A final report is due in the Spring of 2009 to the CMAP Board of Directors to be used in their overarching planning process for the region.

C. Redesign of Criminal Justice DataNet

Staff received \$58,000 in funding from the U.S. Department of Justice, Bureau of Justice Statistics (BJS) to enhance web access and on-line presentation formats of the Authority's holdings of criminal

justice and social risk factor data. An added feature of the project is enhancements to the Federal Deaths in Custody Reporting process conducted by the Authority on behalf of Illinois law enforcement agencies. The project is slated to begin in the next few months, once a staff person can be hired.

D. Campus Crime Report

Data collected from the US Department of Education, Office of Post-Secondary Education was downloaded via their website and cleaned for purposes of analysis of crime on Illinois' college campuses. The data include arrests, offenses, and incidents that go through a school disciplinary process for violent, property, alcohol/drug related and gun related crimes. Data for 399 schools in Illinois was downloaded for the years 2001-2006. Staff are in the process of writing a research report on the nature and extent of crime on Illinois college campuses, as well as information on changes being made in policy and practice regarding campus crime. Publication is expected by the end of the year.

- Staff attended one Redeploy Oversight Board meeting on September 19 and one phone-in Redeploy Oversight Board meeting on October 17
- Staff attended the JCEC meeting on October 7
- Staff attended an Abuse Later in Life work group meeting on October 29

E. Employment Trends of Felony Probationers in collaboration with Harvard University

The purpose of this joint research project is to promote research on the employment participation and performance of those sentenced to terms of felony probation and imprisonment in Illinois. By combining labor market information derived from the unemployment insurance (UI) system of Illinois with criminal history record information (CHRI) for Illinois, the project will allow for detailed analysis of the relationship between criminal justice sanctions, labor market performance, and criminal recidivism.

ICJIA and Harvard are in the process of signing a data use agreement with the IDES. ICJIA will match and disseminate the data to Harvard University for analysis.

F. Prescription Drug Research Bulletin

Staff has been working on a research bulletin that will provide information on illegal use of prescription drugs in Illinois. Due to increased abuse and potential for abuse and death, there is a growing law enforcement and public health concern about prescription drugs. The bulletin will provide statewide data on the problem and efforts to combat the problem in Illinois. The bulletin will be published by the Authority in November.

G. Juvenile Female Offenders Research Bulletin

Staff are beginning work on a research bulletin on girls in the juvenile justice system. It will update a 2002 Authority research report, *Understanding and Addressing Female Delinquency in Illinois*. It

will summarize data on females in the juvenile justice system including arrests, probation, detention, corrections, as well as risk factor data. A draft should be completed by December 2008.

H. Partnership with the National Institute of Occupational Safety and Health (NIOSH) – Multi-City Study of Workplace Violence among Pharmacists and Health Care Workers

In response to news reports across the country of robberies of pharmacies for prescription drugs instead of money, NIOSH is partnering with five Statistical Analysis Centers, including Illinois, to study the magnitude of the problem and assess the risk to health care worker safety. Research and Analysis Unit staff has agreed to participate in a six-month project involving the analysis of Chicago Police Department incident reports for cases involving robberies and other violent crimes at pharmacies, hospitals and clinics, and doctors' offices in 2006. NIOSH will combine these data with results from Milwaukee, Ohio, Tennessee and South Carolina to determine initial frequencies, rates and circumstances of crimes that threaten the safety of pharmacists and other health care workers. The Authority participated in a similar study of risks to convenience store workers conducted by NIOSH in the 1990s.

NIOSH has approved the Authority's request for \$14,000 to complete this project. Research staff is preparing information for a Data Sharing Agreement with the Chicago Police Department, in order to receive the requested redacted police incident reports. The process for requesting additional supplemental reports on those incidents requiring more detailed information is being negotiated also. The data coding process will begin in January, or as soon as the data are received from the Chicago Police Department's Records Division.

II. CURRENT PROJECTS

A. Program evaluation and research projects/ internally funded

The R&A Unit pursues an aggressive program evaluation and research agenda through an in-house ADAA-funded grant program. Evaluation and research efforts conducted, supported, or monitored by R&A staff include:

1. Trends and Issues 2008

Trends and Issues 2008 is a report about crime and justice in Illinois. This report is an update to previous *Trends and Issues 1997* and is the sixth such publication. It describes the organization and operation of the state's justice system, tracks statewide and regional trends in crime and the processing of offenders, and presents important criminal and justice issues that have emerged this decade. The report derived data from numerous criminal justice sources. Data is presented in several ways in the document through data summaries and descriptions, data tables and trend graphs, and state maps. The graphs depict state data trends over 10 years from 1995 to 2005.

There are five sections: law enforcement, courts, corrections, victims, and juvenile justice. In addition, each section highlights special issues of significance facing the criminal justice system today, including identity theft, gangs, DNA, specialized courts, substance abuse

treatment in prison, human trafficking, and juvenile justice reform initiatives. The report provides valuable crime and justice information to inform the general public, criminal justice professionals, and policy makers.

A final draft of the report was presented at the March 2008 Authority meeting. The report is now available on the Authority's website.

The primary distribution format for the *Trends and Issues 2008* report is via the Authority's website. Table 1 below shows the total number of downloads for the full report or individual chapters from August through October 2008., as well as the cumulative total since the report's publication in May, 2008. Close to 16,000 copies of the full report or individual chapters have been downloaded during this six-month period.

Table 1. *Trends and Issues 2008* Report Downloads from the Authority Website, August through October, 2008

CHAPTER SECTIONS	Total Downloads, Sept-Oct, 2008	Cumulative Downloads since publication in May, 2008
<i>Trends & Issues 2008</i> Full Report	1,463	3,098
<i>Trends & Issues 2008</i> Chapter - Foreword	92	261
<i>Trends & Issues 2008</i> Chapter - Executive summary	114	256
<i>Trends & Issues 2008</i> Chapter - Overview	116	187
<i>Trends & Issues 2008</i> Chapter - Introduction	120	339
<i>Trends & Issues 2008</i> Chapter - Law Enforcement	967	2,603
<i>Trends & Issues 2008</i> Chapter - The courts	307	652
<i>Trends & Issues 2008</i> Chapter - Corrections	1,126	3,010
<i>Trends & Issues 2008</i> Chapter - Juvenile justice	1,667	3,515
<i>Trends & Issues 2008</i> Chapter - Crime victims	670	1,532
<i>Trends & Issues 2008</i> Chapter - Conclusion	127	306

2. Trends and Issues Updates

As referenced in the last section, *Trends and Issues* is a report about crime and justice in Illinois, which describes the organization and operation of the state's justice system, tracks statewide and regional trends in crime and the processing of offenders, and presents important criminal and justice issues that have emerged this decade. Data is presented in several ways in the document through data summaries and descriptions, data tables and trend graphs, and state maps. The graphs depict state data trends over 10 years from 1995 to 2005.

As follow-up to that report, four *Trends and Issues Updates* are being written to highlight specific topics that were introduced in the main document. A draft report on "Drug Crime in Illinois" was completed and is in review. Other reports, such as Offenses Against School

Personnel, and System-Wide Trends in Violent Crime are scheduled for publication early 2009.

3. Reports on the analysis of datasets maintained/available through the Authority

In addition to collaborative research projects using the Chicago Homicide Dataset or the Chicago Women's Health Risk Study, R&A staff has also collaborated with external researchers on projects that focus on the analysis of our in-house data.

This data includes InfoNet, which is a database that maintains information from victim service providers and agencies, and data from the Illinois Crime Victimization Survey and the 2000 Probation Outcome Study.

- *Comparing Risk Factors Associated with Violent and General Recidivism while on Probation and After Discharge – Implications for Risk Management* under the direction of Dr. Loretta Stalans and Dr. Paul Yarnold. This study addressed several issues in the identification of risk factors that contribute to violent and non-violent recidivism after discharge from probation. In addition, the study addressed what types of offenders show evidence of refraining from new crimes for a longer-term period after they have successful treatment completion. The study tested whether family only and generalized aggressors have unique risk factors associated with recidivism. The report will be available December 2008.

4. Illinois Going Home Program Evaluation

The University of Chicago has completed an implementation and preliminary impact evaluation of the Illinois Going Home Program. The program is a major offender reentry effort funded through a partnership of contributing federal agencies and in concert with a number of Chicago-area government, community and faith-based organizations. The evaluation report addresses how the program was implemented, how it worked in the field and the effectiveness of the program. The full report is currently available on our website and a summary is in development.

5. Evaluation of IDOC's Sheridan Correctional Center Therapeutic Community Program

Research & Analysis staff is continuing to support the operation of the Sheridan Correctional Center through a process and impact evaluation. Sheridan is currently the largest correctional facility in the country that is entirely committed to substance abuse treatment. The prison, designed as a therapeutic community for substance abuse users, reopened at the beginning of 2004 and had an additional methamphetamine treatment unit built on in FY08. Drug offenders released from IDOC have relatively high recidivism rates if they are released without any form of treatment in prison or in their communities upon release. The Sheridan treatment plan is designed to treat offenders while incarcerated and while they are released to their communities under supervision to reduce recidivism rates across Illinois.

The evaluation of Sheridan is a collaborative effort between the Authority, Loyola University, and the Illinois Department of Corrections and is under the direction of Dr. David Olson of

Loyola. The evaluation uses a combination of quantitative and qualitative data to gauge the process and impact of operations at Sheridan and the aftercare component required for inmates under mandatory supervised release. Authority staff contributed to analyses of program completion and recidivism of Sheridan participants compared to a matched sample of inmates released from other prisons in Illinois, including the compiling and organization of criminal history and arrest data on subjects in the research.

The final report detailing the progress and outcomes of the program from inception through 2007 has been reviewed by Authority staff. Two past Program Evaluation Summaries have been completed on Sheridan indicating benefits from reduced recidivism and increased employment for participants. The most recent report also indicated benefits due to the program. Additional publications intended for scholarly journals have also been produced. These reports address the long-term impact of the program and the characteristics of participants that influence success in the program. The final report and summary will undergo final revisions and review by DOC and will be available on our website in December 2008.

Dr. Olson will continue the evaluation of the Sheridan program, as well as assess the drug treatment therapeutic community operating at the Southwestern Illinois Correctional Center. This continued research began in October 2008.

6. Lake County Transitional Services for Female Offenders (PTSD)

Loyola University, under the direction of Dr. Loretta Stalans, was awarded a grant to evaluate the Lake County probation program that provides specialized services to women probationers who exhibit post-traumatic stress disorder. The report outlines the development and adjustments that were made to the program to better accommodate and serve the female probationers' needs in an effort to prevent recidivism and improve their lives. The final report is available on our website and a summary is forthcoming.

A one-year follow-up study to further assess the impact of the program began in January 2008. This follow-up study will address whether the program reduced recidivism, and assisted the women in obtaining employment, housing, food and childcare. Now in progress, the study is also focusing on the third service provider that the program enlisted.

7. Jail Data Link

In May 2007, evaluators at the University of Illinois – Springfield began an evaluation of the Jail Data Link project. Implemented in three sites in Illinois, the Jail Data Link project identifies jail detainees who are recipients of Department of Human Services mental health services and links them up with continued services and treatment while they are incarcerated in the jail. This identification and continuation of treatment assists jails in the care of inmates who are in need of mental health services and / or medication. Currently, site visits are being conducted and a data file of criminal histories has been produced. The final report is due in January 2009.

8. Capital Punishment Reform Study Committee

Loyola University Chicago was selected to continue research and conduct a survey regarding capital punishment in Illinois for the Capital Punishment Reform Study Committee. Work on this project began in October 2008.

9. Investigator Initiated Research

Projects funded under an Investigator-initiated RFP address research in our priority areas of interest. The following two proposals were selected for funding in late 2006:

- *Corrections to Community: The collective reentry experience of juvenile offenders.* This study, under the direction of the University of Chicago, examined a number of factors that play into the reentry experience of juveniles released from Illinois correctional facilities between 1996 and 2002. The final report and summary are available on our website.
- *Analysis of Domestic Violence Service Data.* Under the direction of Loyola University, this study examines InfoNet service data to describe victim service use patterns over time and describe the characteristics of victims and their service needs. The report was received and is available on our website. In addition to the full analysis report, an appendix, full executive summary and Research at a Glance are also available on our website.

An additional Investigator-initiated RFP was issued in July 2006 and we received a number of well-qualified proposals. Reviewers elected to fund the following projects in early 2007:

- *Assessing the Risk of Sexual and Violent Recidivism and Identifying Differences in Risk Factor.* This study is under the direction of Loyola University and will seek to inform the criminal justice system's probation and parole officers, treatment professionals, and judges as to the accuracy of assessment tools for predicting the risk of sexual or violent reoffending. Comparisons between offenders from the prison system and those on probation will be conducted. The project has concluded and a final report is under review.
- *A Study of Co-occurring Conditions and Treatment Coordination of Jail Detainees.* Conducted by the University of Illinois at Chicago, this study will select and interview 300 adult male and 150 adult female detainees in the psychiatric residential treatment units at the Cook County Department of Corrections jail facility. The project will seek to better understand the needs of this high-risk and resource-intensive population and provide a basis for developing better coordinated systems of care within the jail, community and transition to prison for those sentenced detainees. The final report will be submitted for review in early 2009.

An additional Investigator-initiated RFP was issued in June 2007, and four new projects were selected for funding in October 2007:

- *Critical Incident Preparedness and Response on Campus* – Conducted by Southern

Illinois University at Carbondale, this study will examine the current state of critical incident preparedness, planning and response activities on a census of Illinois colleges and university campuses and a sample of campuses nationwide. This study will also look at reported campus crime rates from the Cleary Act. The proposed research will be valuable for state and national policymakers and the findings will provide information on current practices as they relate to campus security and how they differ from a national perspective. A final report was received in October and is under review.

- *Analysis of Shelter Utilization by Victims of Domestic Violence* – Conducted by Loyola University School of Social Work, Loyola researchers in collaboration with the City of Chicago Mayor’s Office will conduct a study of the dynamics of shelter utilization and how it relates to the process of, and readiness for, change among women who are victims of domestic violence. The project will aim to better identify the housing and service needs and utilization patterns, as well as the outcomes of women who are in the domestic violence shelter system in Chicago. The project will also identify stages in the help seeking process, including the characteristics of readiness for change that lead women to shelter and/or to end the abusive situation. A report is due in March 2009.
- *Methamphetamine and Violence* – Conducted by Illinois State University, this study will conduct in-depth interviews with 30 methamphetamine user from downstate Illinois to determine the extent to which methamphetamine and violence are associated, and to better understand the nature of that association. The research will provide a clearer picture of the epidemiology of methamphetamine and related violence in Illinois across communities of varying size and rural characteristics. The findings will inform law enforcement and social service providers regarding factors associated with an increased likelihood of violence by those who use and manufacture the drug. A report will be submitted for review in December 2008.
- *The Impact of Illinois’ Truth-in-Sentencing Legislation* – Conducted by Loyola University Department of Criminal Justice, this project will examine the impact that Illinois’ Truth-in-Sentencing (TIS) legislation has had on sentences imposed, projected lengths of time served in prison, and inmate behavior. The findings will allow policy makers to more accurately assess the impact the law has had on sentencing practices and on how inmates have adjusted to their incarceration. It will also inform practitioners of the implications of TIS on issues related to inmate reentry and the aging of the prison population, given the potential increased length of stay and release from prison at older ages of those sentenced under the law. A final report was submitted in November and is under review.

Staff are currently preparing an RFP to support additional research under the Investigator-Initiated theme. Research priorities are being identified and applicants will be directed to submit proposals that focus on these priority areas of interest. Projects are planned for early spring 2009.

B. Program evaluation and research projects/ externally funded

R&A staff has been successful in the pursuit of external discretionary grants to support research and evaluation efforts. Several current projects are or were supported by such grants:

1. Juvenile justice system and risk factor data: 2006 Annual Report

Supported by a grant from the Illinois Juvenile Justice Commission, work is underway on the 2006 Annual Report, a compilation of county-level juvenile justice system and risk factor data. Like the 2005 report, this version also summarizes recent trends in these data over time and discusses emerging juvenile justice system issues in Illinois, including Balanced and Restorative Justice, the Illinois Juvenile Detention Alternatives Initiative, Disproportionate Minority Contact, and Redeploy Illinois.

A draft of the report is expected to be completed in Winter of 2008-2009 and the final report should be available in early Spring 2009.

2. Mental health screening and assessment practices in the Illinois juvenile justice system

Supported by a grant from the Illinois Juvenile Justice Commission, R&A staff is currently working on a survey of the mental health screening and assessment practices in the Illinois juvenile justice system. The goal of the project is to determine what screening and assessment tools are being used by whom, and at what point in the system. These data will be gathered through a survey of all juvenile detention centers, juvenile probation and court service offices, juvenile correctional facilities, and the Juvenile Officers Association. This research will prove useful to juvenile justice practitioners, community-based mental health providers, and researchers who want to explore further the issue of screening and assessment in Illinois. In addition, it will guide them in the selection of the most current and appropriate tools for their facilities. Furthermore, the results of the study will inform future research in the area of mental health and juvenile justice.

The survey has been approved by IRB and is being mailed. Surveys are expected to be returned by the end of December 2008, and the results should be available by February 2009.

3. Gender discrepancies in sentencing in the Illinois juvenile justice system

Supported by a grant from the Illinois Juvenile Justice Commission, R&A staff is currently working on developing a research study that would examine gender discrepancies in sentencing in Illinois. The project will explore an entire year of juvenile arrests, admissions to detention, and admissions to corrections to determine any discrepancies. This research will contribute to the growing field of research on gender issues in the juvenile justice system. A proposal and methodology for the research are being developed.

4. Redeploy Illinois County Profiles

The Redeploy Illinois Oversight Board requested county profiles providing detention and corrections information for sites that are operational, as well as 15 additional potential sites. These profiles were presented at the September Redeploy Illinois Oversight Board meeting and distributed to the counties.

They will be available on the Authority website in Winter, 2008.

5. Evaluation of the Administrative Office of the Illinois Courts Evidence-Based Practices

In March of 2005, ICJIA research staff entered into a three-year cooperative agreement with the National Institute of Corrections (NIC) in the amount of \$194,232 to evaluate Illinois' Evidenced-Based Practices (EBP) Initiative. This project will assist local probation departments participating in the EBP Initiative by providing them with data and analysis that gauges performance before and during the implementation of evidence-based practices, and will establish a process and protocol for ongoing assessment of probation performance through an effective state and local partnership. All three waves of data collection (years 2002, 2005 and 2006) have been completed in all six participating counties: Lake, DuPage, Adams, Cook, Sangamon and the 2nd Judicial Circuit. Data analysis is currently being conducted and work on a draft final report will soon begin. An additional six-month no-cost extension through June 2009 has been obtained from NIC to complete data analysis.

6. Assessment of prior victimization and access to services among adult female inmates in the Illinois Department of Corrections

This project is designed as an assessment of the prevalence of prior victimization, primarily domestic violence and sexual assault/abuse, among adult female inmates within the Illinois Department of Corrections. The research study will collect information on the extent and nature of victimization and treatment episodes of female prison inmates in Illinois. The research involves detailed face-to-face interviews with current female prisoners. The questions will explore prior help seeking strategies, substance use, and physical and sexual abuse during the course of the person's life history. The data will provide information to criminal justice and social service agencies, funding entities, policy makers, and the general public. The research will be able to offer treatment recommendations to IDOC to further help women in corrections.

Staff will interview 200 women located in three IDOC institutions—Dwight, Decatur, and Lincoln. Staff will obtain a random sample of female inmates (stratified by the facility). We will pay a \$10 stipend to respondents. Each interview will last approximately 60-90 minutes. We will obtain participants' criminal histories and examine their prison case files after they agree to participation in the interview. We have created a data collection form.

The IRB approved the initial application in June, but there are continuing negotiations with Authority legal counsel, IDOC legal counsel, and the IRB on the language in the consent form.

7. Domestic Sex Trafficking of Chicago Women and Girls

The DePaul College of Law Schiller Du Canto & Fleck Law Center collaborated with Authority to conduct data entry and analysis for a research project on sex trafficking. Ms. Jody Raphael, Senior Research Fellow, received a grant from the Chicago Foundation on Women for this research. The project administered questionnaires to 100 girls and women currently in the sex trade industry to gain information about recruitment and violence by pimps in local sex trafficking. Data is being collected and entered, and will be analyzed in early 2008. The Authority co-authored the final report which was released at an event at DePaul Law School on May 7, 2008. The final report has been posted on the IJICA Website. A presentation was given at the June 2008 Authority Board meeting. A research bulletin, [*Prostitution Study Finds Chicago Girls Trafficked Through Coercion, Violence*](#), was published on the Authority's website in September 2008. The authors are also writing several article based on the study. The first article, *The Escalation of Pimp Control and Violence of Prostituted Women*, will be submitted to the academic journal, *Violence and Victims* in November 2008.

C. Criminal History Record Information (CHRI) Audit

The unit's Criminal History Record Information (CHRI) Audit Center is a JAG funded in-house effort to continuously examine the accuracy, completeness and timeliness of the criminal history record information reported to the state repository maintained by the Illinois State Police, and to recommend strategies for improvement.

The 2008 CHRI Audit methodology development is progressing slowly. Due to staffing constraints, the audit function consists of smaller-scale examinations of State Police CHRI data that do not require collecting corroborating data from local agency contributors. For example, lists of incompletely processed records were identified in the CHRI AdHoc datasets. These were forwarded to the Bureau of Identification for correction. Investigations into the stability over many arrests of an individual's gender and race designations in CHRI were also conducted. This analysis revealed that increasing proportions for persons have more than one gender designation and more than one race designation. One explanation is the tendency for the first option in a livescan drop-down menu to be chosen unintentionally. That is, a new type of data entry error may be responsible for more males to be designated as female in recent arrests, and more whites to be designated as black in recent arrests, simply because those options are encountered first on a drop-down menu. This training issue has also been brought to the attention of State Police staff. This issue has ramifications for research, in that some increased error is being introduced into important identifying characteristics. For example, some small portion of arrestees designated as female in a given year may actually be male. Depending on the research, this error may have an impact on findings. A publication series that would alert CHRI data users to such data quality issues is planned for the future.

Another major methodological advance concerning statistical uses of CHRI data was completed this quarter. This concerns the issue of categorizing multiple charges within a single arrests event, and developing a hierarchy of crime severity for research purposes. A coding syntax was successfully developed and tested that will create such a hierarchy of crime severity, based on the class of offense and offense type. It is now possible to classify arrestees into groups by their most serious offense charge, regardless of how many charges are recorded in an incident. Utilizing the Uniform Crime Reporting Program offense codes and statute citation information, missing class of offense information can also be assigned a minimum value, thus increasing the usefulness of the CHRI data. This hierarchy scheme is flexible enough to be adapted for any research purpose, and was used in a demonstration project to compare controlled substances arrests at the county level in the CHRI Ad Hoc datasets to the totals reported through the Uniform Crime Reporting Program.

CHRI Ad Hoc Data Connection Partnership. The Authority has entered into a data sharing partnership with the Illinois State police, whereby CHRI data is made available to us via a permanent on-line connection. All data entered on state “rap sheets”, as housed on the State Police Computerized Criminal History system, are accessible to staff in electronic format. These data provide a unique resource for answering information requests from legislators, the media, and other interested parties, in-house research projects and studies being conducted by others around the country. A CHRI Ad Hoc Data Archive of all criminal history records from 1990-2007 has been created in formats that can be readily shared with researchers. This Archive currently holds close to a million records for each year of data.

The CHRI Ad Hoc data partnership with the State Police has progressed to the point where the Authority is now considered the sole source for electronic CHRI data for research purposes. (The State Police still generate paper versions for a fee.) Outside researchers can enter into a User Agreement to gain access to CHRI data which is distributed through the Authority. The process incorporates verification of bona fide research and appropriate protection of confidential data. The unified user agreement facilitates accountability for the research use of criminal history data records.

During the last quarter, CHRI data was produced for the Illinois Department of Human Services on behalf of researchers at the University of Illinois at Springfield who are conducting the Jail Data Link evaluation project, the Urban Institute, and the National Bureau of Economic Research. Since the inception of the CHRI Ad Hoc Connection Partnership, a total of thirty-four outside research projects have received CHRI data from the Authority.

Staff is also working with several university-based researchers to develop appropriate methodologies for their research using CHRI Ad Hoc data, and is reviewing drafts of completed research projects for appropriate interpretation of the CHRI data used.

D. Chicago Homicide Dataset Update Project

The Chicago Homicide Dataset has been collected and maintained for many years in close cooperation with the Crime Analysis Unit, Detective Division, of the Chicago Police Department. The CHD is a comprehensive database containing information on every homicide that occurred in Chicago between 1965 and 2000. The updated dataset is currently being archived with the Interuniversity

Consortium for Political and Social Research (ICPSR) at University of Michigan at Ann Arbor, to allow wider access to the data for research.

During this quarter, discussions were continued with Chicago Police Department's Research and Development Division to resume the process of obtaining homicide records for the years since 2000. On behalf of the Authority, CPD research staff held a meeting with their Detective's Division to discuss the utility and logistics of continuing the project.

Staff continues to collaborate with selected researchers on projects involving use of the Chicago Homicide Dataset. Using the newly-updated CHD data from 1965 to 2000, staff presented at the Justice Research and Statistics Association in October, and the American Society of Criminology in November. These presentations dealt with "connected" homicides, such as serial murders and retribution murders. In addition, staff presented the keynote address on femicide at John Jay College of Criminal Justice in New York, and will present the keynote address at the International Conference on Homicide, sponsored by the Australian Institute of Criminology, which will be held in December.

E. Chicago Women's Health Risk Study

The Chicago Women's Health Risk Project is a continuing collaboration of medical, public health, and criminal justice agencies, and domestic violence experts to identify factors that indicate a significant danger of life-threatening injury or death in situations of intimate partner violence. Collaborating agencies include the Chicago Department of Public Health, Erie Family Health Center, Cook County Hospital, Chicago Mayor's Office on Domestic Violence, Cook County Medical Examiner's Office, Chicago Police Department and the Authority

The goal of the CWHRS project is now to "get the word out" about important and potentially life-saving results, to the public and to practitioners and legislators who can use those results to help save lives. The CWHRS Forum, housed on the Authority's web site, currently has 90 members, most of them practitioners or researchers in the field, plus welcomes visits from people seeking information. A number of reports, journal articles and other publications have been developed from the research, most of them collaborations. Staff is frequently solicited for presentations and briefings on the research and project tools, and data continue to be requested for use by other researchers.

During the last quarter, staff presented the keynote address at a conference in November for professionals and practitioners, co-sponsored by John Jay College of Criminal Justice and the largest provider of DV support in New York City, on femicide and the role that CJ and other agencies play in prevention. In addition, staff have been asked to present the keynote address at the International Conference on Homicide, sponsored by the Australian Institute of Criminology in December, on key risk factors for death in intimate partner violence.

The following articles using CWHRS data have been recently published:

- Glass, Nancy, Kathryn Laughon, Jacquelyn C. Campbell, Carolyn Rebecca Block, Ginger Hanson, Phyllis W. Sharps & Ellen Taliaferro (2007). Non-fatal strangulation is an important risk factor for homicide of women. *Journal of Emergency Medicine* 25 (Oct): .

- Davies, Kim, Carolyn R. Block & Jacquelyn C. Campbell (2007). Seeking help from the police: Battered women's decisions and experiences. *A Critical Journal of Crime, Law and Society* 20 (1, March): 31-57.
- Morland, Leslie A., Gregory A. Leskin, Carolyn Rebecca Block, Jacquelyn C. Campbell, and Matthew J. Friedman (2008). Intimate Partner Violence and Miscarriage: Examination of the Role of Physical and Psychological Abuse and Posttraumatic Stress Disorder. *Journal of Interpersonal Violence* 23: 652-669.
- Fugate, Michelle, Leslie Landis, Kimberly A. Riordan, Sara Naureckas & Barbara Engel (2005). Barriers to Domestic Violence Help Seeking: Implications for Intervention. *Violence Against Women: An International and Interdisciplinary Journal* 11 (3, March, 2005): 290-310.
- Perez, Sara and Dawn M. Johnson (2008). PTSD Compromises Battered Women's Future Safety. *Journal of Interpersonal Violence* 23: 635-651.
- Block, C. R. and DeKeseredy, W. (2007). Forced sex and leaving intimate relationships: Results of the Chicago Women's Health Risk Study. *Women's Health and Urban Life*, 6 (1, May): 6-23.
- Koziol-McLain, Jane, Daniel Webster, Judith McFarlane, Carolyn Rebecca Block, Yvonne Ulrich, Nancy Glass and Jacqueline Campbell. (2004). Risk factors for Femicide-suicide in abusive relationships: Results from a multi-site case control study. *Violence and Victims* 21 (1): 3-21.
- Glass, Nancy, Jane Koziol-McLain, Jacquelyn C. Campbell & Carolyn R. Block (2004). Female-Perpetrated Femicide and Attempted Femicide: A Case Series. *Violence Against Women: An International and Interdisciplinary Journal* 10 (6, June 2004): 606-625.

III. ONGOING ACTIVITIES

A. Briefings/Presentations

Since the last Authority update for the September 2008 meeting, R&A staff made presentations at, and/or attended the following professional meetings:

- Staff attended a PROMISE (Partnership to Rescue our Minors from Sexual Exploitation) meeting on August 22 in Chicago.
- Staff attended a Pathways Partners group meeting on September 4 in Bloomington.
- Southern Illinois University at Carbondale presented findings from their *Critical Incident Preparedness on Campuses* study on September 4 at the Authority.
- Staff delivered a presentation on campus crime at the Authority Board meeting on September 5.

- Staff attended the IDHS's *Safety and Sobriety: Real Tools for Working with Women in Multiple Abuse* training on September 9.
- The Research Director attended a Safety Net Works Steering Committee meeting on behalf of the Executive Director on September 9 in Chicago.
- Staff attended the Domestic Violence Advisory Coordinating Council on September 11 at the Mayor's Office on Domestic Violence. They distributed data to a committee looking at the effect of new legislation on detention rates.
- Staff attended a PROMISE (Partnership to Rescue Our Minors from Sexual Assault) meeting on September 12.
- Staff attended a Chicago Public Schools Peer Jury Advisory Board meeting on September 15.
- The Executive Director, Research Director and staff met with Dr. Arthur Lurigio of Loyola University to discuss evaluation of the Cook County mental health court on September 16.
- Staff participated in a conference call on September 17 with a group of juvenile justice specialists (including Juvenile Justice Initiative participants) to review detention data that was provided to the Domestic Violence Advisory Coordinating Council.
- Staff participated in a conference call with DHS-Division of Mental Health and evaluators from the University of Illinois-Springfield regarding the Jail Data Link evaluation on September 18.
- Staff attended the Citywide BARJ meeting and IBARJ meeting, both at the Cook County Juvenile Court on September 18.
- Staff participated in a conference call with DHS-Division of Mental Health and evaluators from the University of Illinois-Springfield regarding the Jail Data Link evaluation on September 18.
- Staff attended the Redeploy Illinois Oversight Board meeting on September 19, in Chicago and presented data on 32 county profiles to the on September 19, in Chicago.
- Staff met with Xavier Williams of DHS and Sherrell Hibbler of DCFS on September 19 at the Authority's office to discuss coordination of efforts to collect community-level data for the Safety Net Works Program.
- Staff met with Steve Karr of IDOC on September 24 at the Authority's office to discuss accessing IDOC data for several research projects.
- Staff participated on October 1 in a conference call with Liz Kooy, Mary Reynolds, and Betsey Clark (Juvenile Justice Initiative), Lisa Jacobs (Models for Change project coordinator), Diane Geraghty (Loyola University), and staff from Northwestern to discuss how we can measure what effect having counsel at detention hearings may have on detention rates. The law was recently passed and the Juvenile Justice Initiative was interested in determining if having counsel present helps get kids into alternatives. Staff is helping to develop a list of counties where there are high rates of detaining youth for relatively minor offenses so this data can be used for the baseline.
- On October 2 staff met with the Office of the Illinois Attorney General's Illinois Youth Court Association Advisory Board meeting to plan strategies to assist the state's youth court (peer jury) programs.
- Staff coordinated and attended the Goto2040 inaugural meeting on October 3rd, at the Authority offices.
- On October 6 the research director and staff attended a meeting of GoTo 2040 lead agencies in Chicago.

- On October 7, staff participated in the Economic Impact of Meth Use conference at the Attorney General's office in Springfield. The conference is being held by the Illinois Meth Project.
- On October 7, staff attended the Mental Health Court Association meeting at the Kendall County Health Department. The Mental Health Court Association is a new association in the process of being developed to standardize the mental health court practices in the state. Mental health courts aim to address the involvement of mental ill individuals in the criminal justice system by linking the offender up with mental health services and monitoring their progress as an alternative to traditional system involvement.
- On October 10, staff attended a day-long training on human trafficking provided by the Salvation Army's Partnership to Rescue our Minors from Sexual Exploitation (PROMISE). PROMISE is an organization that launched in Chicago to combat sex trafficking of children. The model, developed by The Salvation Army, includes the formation of a task force which engages in initiatives that address the PROMISE provisions of awareness, prevention, intervention, and service delivery. Strategies for implementing the provisions are developed by members who represent the social service, education, legal, judicial, healthcare, law enforcement and other government sectors thus ensuring a comprehensive and holistic approach.
- Staff participated in the Justice Research and Statistics Association (JRSA) annual conference the week of October 13. Staff gave presentations on the Evidence Based Practices project, homicide research, and use of Criminal History Record Information for arrest statistics.
- Staff participated in a Redeploy Oversight Board conference call on October 17 to discuss the redeploy sites and data.
- Staff attended a "Children and Trauma" seminar on October 17 at Dominican University.
- Staff attended a seminar on "The Real Costs of Teen Motherhood" sponsored by Chapin Hall at the University of Chicago and the Urban Institute on October 23.
- Staff presented juvenile data and conduct a workshop on using and interpreting data at the annual Illinois Probation and Court Services meeting on October 23 in DuPage County.
- Staff attended a Pathways Partners Group meeting on October 28 in Bloomington.
- Staff met with the Cook County Adult Probation department on October 29 regarding possible uses for Criminal History Record Information (CHRI) data in their research and management reports.
- Staff met at Chicago Police Department (CPD) headquarters regarding the National Institute for Occupational Health and Safety (NIOSH) study on pharmacy robberies November 3. Staff set the groundwork for the types of incident report data we need from CPD and their confidentiality requirements, plus study timetable discussions.
- Staff delivered the keynote address on the topic of femicide at John Jay College of Criminal Justice on November 7th in New York City.
- On November 7, 2008, staff attended a Partnership to Rescue Our Minors from Sexual Exploitation (PROMISE) subcommittee meeting.
- Staff attended a Models for Change / Disproportionate Minority Contact (DMC) committee meeting on November 12.
- Staff attended a JDAI Partners meeting on November 17, 2008 in Bloomington.
- Staff attended an Urban Institute webcast, "The children's policy agenda in a time of transition and turmoil" at the Authority's office on November 13.

- Staff attended a Redeploy Illinois Oversight Board meeting on November 14 in Chicago.
- Staff attended a Chicago Public Schools Peer Jury Advisory Board meeting on November 17 in Chicago.
- Staff attended a meeting on November 17 at the Illinois Attorney General’s Office regarding inappropriate content and illegal activities on Craigslist.
- Staff presented on the topic of homicide at the American Society of Criminology on November 14th in St. Louis, MO.
- The research director attended a table discussion of the Chicago Community Trust’s African American Male Initiative on November 14 in Chicago.
- Staff met with Dr. Michelle Bentley, site coordinator for the Safety Net Works Grand Boulevard program, on November 20 at the Authority’s office to discuss performance indicators.
- Staff attended a Redeploy Illinois Oversight Board meeting on November 21.

B. Criminal Justice Information Clearinghouse

The Authority serves as a statewide clearinghouse for statistics and other information about crime and the criminal justice system. The Clearinghouse Center within R&A maintains and regularly updates many county-level datasets related to crime and the criminal justice system, as well as social risk factor data. These datasets are used for in-house research projects and publications, such as *Trends and Issues* and *County Profiles of the Criminal and Juvenile Justice Systems*. The Clearinghouse is also responsible for answering requests for criminal justice data and information, as well as maintaining the publications on the Authority’s website: www.icjia.il.state.us.

Many requests continue to come from government agencies (24 percent) and private agencies (17 percent). Other requests come from private citizens, researchers, students news media representatives, legislators and prison inmates. Seventeen percent of the requests originate in the Chicago metropolitan area, and another 35 percent originate in other parts of the state. All other requests for information were received from other states, outside the United States, or unknown origin.

R&A distributed 7 Authority publications during the first quarter of SFY 09 (July-Sept, 2008), not including those downloaded from our website (220,187) (*Table 1*). The volume of web users has remained at high levels. During this time period, there were 1,978,181 “hits” on our website and more than 110,796 visitors that remained on the site for a period of time. There were 220,194 downloads of information or publications (*Table 2*). The website continues to be a valuable resource for our constituents.

Acquiring/updating/documenting dataset holdings

During the last quarter, an additional section was added to the Risk Factor data set. Unemployment figures can now be calculated by the eligible workforce (as defined by the U.S. Department of Labor) as well as overall population. Staff continue to painstakingly check the quality of the core datasets, and establish contacts for new data sources, including the Illinois Department on Aging, Illinois Department of Human Services Division of Alcohol and Substance Abuse (DASA), and the Chicago Police Department. Staff is also assessing the most appropriate geographic breakdowns for presenting statewide data. Our traditional county categories based on population (urban, rural, collar, Chicago)

fluctuate too much for long-term data trends. More consistent categories based on fixed geographic regions (southern, central, northern) may be more appropriate in these situations, but will require staff work to change our data files to reflect new geographic breakdowns.

C. FSGU Support Efforts

Several R&A staff work in a partnership with the Authority's Federal and State Grants Unit (FSGU) to provide statistical technical assistance. Currently, R&A staff are working with FSGU to draft a protocol outlining staff roles. The protocol outlines the following purposes of the partnership:

- Help FSGU report statistical information to ICJIA boards and the public.
- Help guide decisions to best spend limited federal funding.
- Help ensure ICJIA collects and reports reliable statistics on grantees.
- Help hold grantees accountable for ICJIA administered federal funds.
- Help ensure ICJIA meets federal and auditor requirements.

Upon request, R&A staff review grant data reports, grant proposals, and data report forms; create grantee program profiles; report at FSGU grant meetings; participate in conferences; offer statistical information through presentations; attends relevant trainings; and create and update grant-related databases. R&A staff continued to work with FSGU staff responsible for the VAWA, VOCA, JAIBG, MVTPC, and MEG/TF funds. In addition, R&A staff assume responsibility for the computerization of some program performance for many grants. Specifically, during the reporting period:

- R&A staff provided training for the S.T.O.P. VAWA Multi-disciplinary teams regarding data report collection and reporting data on August 7.
- R&A staff completed a training with FSGU staff on goals, objectives, and performance measures on November 13.
- R&A staff completed one program profile in November and will complete three more by December on Juvenile Accountability Block Grant-funded programs.
- R&A staff are redesigning the (20) Metropolitan Enforcement Group (MEG) and drug task force profiles. The profiles provide an overview of the drug crime problem and the response to those problems in the jurisdictions covered by federal grant-funded Illinois' MEGs and task forces. In addition, a new survey will be distributed to all task forces to gather information. The last profiles were published in 2004.
- R&A staff developed a template for staff to use when completing program profiles. This will be shared with FSGU staff in December.
- The R&A/ FSGU partnership agreement is near completion. It outlines the roles of R&A in the support efforts of FSGU. It will be also shared with FSGU staff in December.

D. Technical Assistance

- Staff gathered and distributed juvenile data for Kankakee, Iroquois, Whiteside, LaSalle, Grundy, Bureau, JoDaviess, Carroll, Stephenson and Ogle counties for their participation in the Pathways Regional Conference on September 18.
- Staff assisted as a facilitator at the Chicago Public Schools Peer Jury Training on October 1.
- Staff developed a list of counties where there are high rates of detaining youth for relatively minor offenses so this data can be used for the baseline. In list was presented on October 1 in

a conference call with Liz Kooy, Mary Reynolds, and Betsey Clark (Juvenile Justice Initiative), Lisa Jacobs (Models for Change project coordinator), Diane Geraghty (Loyola University), and staff from Northwestern. The purpose was to discuss how to measure the effect of having counsel at detention hearings on detention rates.

- Staff presented juvenile data and conduct a workshop on using and interpreting data at the annual Illinois Probation and Court Services meeting on October 23 in DuPage County.
- Staff met with Dr. Michelle Bentley, site coordinator for the Safety Net Works Grand Boulevard program, on November 20 at the Authority's office to assist in the development of performance indicators.

E. Deaths in Custody Reporting

The Deaths in Custody Reporting Act (DICRA) (P.L. 106-297, effective Oct. 13, 2000) requires states to compile and report quarterly to the U.S. Department of Justice's Bureau of Justice Statistics (BJS) the number of deaths, and the circumstances surrounding the deaths, of people in local jails, state prisons, juvenile correctional facilities, and law enforcement custody. Until recently, the information requested by BJS was limited to deaths in local jails, state prisons, and state juvenile facilities. Collection of DICRA information has been expanded to include deaths that occur while a person is in police custody or in the process of arrest. Information on deaths that occur while a person is in police custody will supplement the annual data on prison inmate deaths that BJS already receives from the Illinois Department of Corrections as part of the National Prisoners Statistics Program and the National Corrections Reporting Program. R&A staff began in July 2004 collecting specific information requested by BJS for all deaths in Illinois that occur while the person is in police custody or in the process of arrest by local, county, and state law enforcement agencies regardless of cause of death. For reporting purposes, the data include the following:

- o Deaths occurring when an individual is in the physical custody, or under the physical restraint, of law enforcement officers, even if the person was not formally under arrest.
- o Deaths that occur by natural causes, while in the physical custody, or under the physical restraint, of law enforcement officers, even if the person was not formally under arrest.
- o Those killed by any use of force by law enforcement officers prior to booking
- o People who died at a crime/arrest scene or medical facility prior to booking.
- o Deaths occurring in transit to or from law enforcement facilities.
- o Deaths of those confined in lockups or booking centers (facilities from which arrestees are usually transferred within 72 hours and not held beyond arraignment).

Summary data on death in law enforcement custody for the year of 2007 was submitted to BJS in October of 2008, and data for 2008 is continuously being collected. BJS utilized the data to produce a three-year (2003-2005) study of arrest fatalities in the United States, with updates planned as states submit data. The report, Arrest-Related Deaths in the United States, 2003-2005, was released in October 2007.

F. Web-based applications

1. Webboard

Webboard is an integrated discussion boards, online conferencing, It is also for online classes, providing threaded discussions, chat and the ability to post and download data, this message board tool allows valuable ideas and comments to be shared and stored.

During the last quarter, staff designed the new WebBoard Chicago Women's Health Risk Study (CWHRS) Forum. The CWHRS Forum is a discussion and information-sharing site for people interested in reducing levels of death and serious injury from intimate partner violence. Forum members are trying to apply findings from the Chicago Women's Health Risk Study (CWHRS) and similar research to practical situations in the field. 173 Members are subscribed. View the WebBoard Chicago Women's Health Risk Study (CWHRS) Forum at <http://webboard.icjia.org/WB/?boardID=CWHRS> (this is a software upgrade for the CWHRS Forum). The following 12 Conferences were added to the Chicago Women's Health Risk Study (CWHRS) Forum: General Discussion; Introductions; News; African American women; Children; Collaboration; Danger Assessment; Death Review Teams; Help Seeking: Agencies, Counselors; Help Seeking: Criminal Justice; Help Seeking: Medical; Homicide; and Professional, Practice Issues.

Staff is currently developing the WebBoard INFONET Forum. The InfoNet (information network) is a web-based data collection system used by victim service providers in Illinois. The development and implementation of the system was a collaborative effort between the Illinois Criminal Justice Information Authority, the Illinois Coalition Against Sexual Assault (ICASA) and the Illinois Coalition Against Domestic Violence (ICADV).

Staff is also developing the WebBoard CJ ACADEMIC Forum. The CJ ACADEMIC Forum will be a discussion and information-sharing site which will enable the Research and Analysis Unit to communicate with the academic community on criminal justice research issues and topics that practitioners and others can use in their work within Illinois and from the national perspective.

2. Adobe Acrobat Connect

Adobe Acrobat Connect is software used to create information and general presentations, online training materials, web conferencing, learning modules, and user desktop sharing applications.

Staff is currently developing INFONET User Training using this software, as well as developing other Research and Analysis Unit and other agency on-line applications.

IV. GRANT PROPOSALS

R&A staff routinely pursues discretionary grants to support data collection, research, and evaluation activities. Frequently these projects involve collaborations with universities and/or other criminal justice agencies.

Research on Human Trafficking

Staff applied for a national Institute of Justice Grant on human trafficking. Staff is proposing to complete an evaluation of a pilot sex trafficking program for women arrested in the 8th police district in Chicago for prostitution. Grant was submitted on February 12, 2008. Grant awards were expected to be announced in September 2008 but have not yet taken place.

V. CONTINUING STAFF DEVELOPMENT AND TRAINING

Staff continues to conduct and/or take part in a variety of staff development and training programs and projects. These include: (a) observations/site visits to several key criminal justice agencies; (b) peer review process for project development and pre-publication; (c) partnerships with the academic community; (d) training classes in various software tools.

- On August 27 and September 11 staff conducted training for the Research and Analysis Unit on the use of SPSS software.
- On September 24 staff conducted training for the Research and Analysis Unit on the use of Adobe Connect software.
- On October 6 staff conducted training for the Research and Analysis Unit on the use of the Ad Hoc Criminal History Record Database.
- On October 7 staff attended a Management Training: Ten Behaviors of Managers Who Excel by HSC Workshops.
- On October 8 staff conducted training for the Research and Analysis Unit entitled "Effective Writing".
- Staff attended training on the Commercial Sexual Exploitation of Children on October 10.
- Staff attended a Chapin Hall/Urban Institute seminar on teen pregnancy on October 23.

Internship program.

Under the direct supervision of a senior staff member in the Research and Analysis Unit, interns are hired to perform a variety of information functions relating to critical issues facing the Illinois criminal justice system. There is no compensation for these positions, but interns may be able to use the experience as course credit.

cc: Lori G. Levin
Hank Anthony

Appendix A – Most recent publications

RESEARCH BULLETINS / BRIEFS / TECHNICAL MANUALS

Prostitution study finds Chicago girls trafficked through coercion, violence (September 2008)

THE COMPILER

Communities take on youth violence (Summer 2008)

PROGRAM EVALUATION SUMMARY

Lake County probation program addresses women – specific needs (July, 2008)

Appendix B – Information Request Handling Statistics

July 1, 2008 to September 30, 2008

ITEM	REQUESTS/Pct
Information requests handled:	71
Monthly average number of requests:	23.6
Geographic Origin of requesters:	
Chicago metropolitan area	17%
Other region of Illinois	35%
U.S. other than Illinois	15%
Outside the U.S.	3%
Unknown	30%
Type of requester:	
Government agency	24%
Private agency	17%
Researcher	6%
Student	7%
Citizen	42%
Media	1%
Legislators	0%
Inmates	3%
Method of request:	
Telephone/fax	44%
Mail	3%
Email/Internet	0%
In-person	1%
ICJIA Website	52%
Publications disseminated:	
Mailed in response to requests	7
Downloaded from Website	220,187
Total	220,194

Appendix C – Authority Website Trends

www.icjia.state.il.us

July 1, 2008 to September 30, 2008

Month/Year	Hits		User Sessions			Visitors			File Downloads	CJ DISPATCH SUBSCRIBERS
	Entire Site	Average Per Day	Sessions	Average Per Day	Average Length (min)	Unique	One-Time	Repeat		
July-08	664,254	21,427	70,957	2,288	26	32,034	28,151	3,883	75,274	2,609
Aug-08	669,994	21,612	85,689	2,764	18	41,695	34,571	7,124	71,051	2,624
Sept-08	643,933	21,466	78,388	2,612	19	37,067	30,956	6,111	73,868	2,656
TOTAL	1,978,181	64,505	235,034	2,555	21	110,796	93,678	17,118	220,193	
MONTHLY AVERAGE	659,394		78,345			36,932	31,226	5,706	73,398	



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 700 • Chicago, Illinois 60606 • (312) 793-8550

Memorandum

To: Authority Board Members
From: Cristin Monti Evans, Public Information Officer
Date: November 28, 2008

Office of Public Information Report for the December 5, 2008, Authority Board Meeting

The Office of Public Information (OPI) designs, edits and publishes the Authority's written materials, including press releases, the agency's annual report, *The Compiler*, and other publications such as Research Reports, Research Bulletins, and Program Evaluation Summaries. OPI staff also responds to information requests from the public, the media, and others.

Publications. OPI staff edited, designed, and published online a variety of ICJIA publications. This quarter, OPI:

- Drafted, edited, designed, and published Summer 2008 *Compiler*, "Communities take on youth violence"
- Edited, designed, and published online *Research Bulletin*: "Prostitution Study finds Chicago girls trafficked through coercion, violence."
- Edited, designed, and published online *Research Bulletin*: "Prescription drug abuse, treatment needs on rise in Illinois."
- Completed update of flyer to promote the Illinois Integrated Justice Information System (IIJIS).
- Re-wrote letter inviting members of the criminal justice community across Illinois to join IIJIS effort.
- Edited Redeploy Illinois text to be used in 38 county profiles on the program.

- Initiated drafting, edit, and design of the Fall 2008 *Compiler* on college campus crime.

Other activities. OPI also:

- Developed and conducted two training sessions on effective writing for Research & Analysis Unit staff.
- Assisted R&A staff with program profile template design to be used by FSGU staff for program analysis, site visits, and planning purposes.
- Continued design of new logo for the updated CJ DataNet, the Authority's online statistical database available to the public. CJ DataNet is being enhanced to allow public availability of data on all aspects of the criminal justice system, including offenses, arrests, court filings, sentences, and corrections, for both juveniles and adults.
- Edited the CJ Dispatch, e-mailed twice monthly to ICJIA website users.



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

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

Memorandum

To: Authority Members
From: Hank Anthony
Date: November 28, 2008
Re: Summary of Office of Administrative Services Activities

The Office of Administrative Services continues to support the day to day activities of the Authority to include: mail operations, supply room operation, security, reception, procurement of goods and services, vehicle maintenance, telecommunications coordination, property inventory control, Authority database maintenance, internal staff moves and travel and conference coordination activities.