



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

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Memorandum

To: Authority Members
From: Daniel Dighton, Office of Public Information
Date: November 20, 2002
Re: OPI Report – December 6, 2002 Authority Meeting

This memorandum highlights the work performed by the Office of Public Information since the last Authority meeting through November 19, 2002.

- Completed for executive staff review and printing the fall issue of *The Compiler*, focusing on work the Authority has done related to the goals and objectives of the Criminal Justice Plan for the State of Illinois.
- Redesigned several publications to establish a consistent identity for Authority publications, and designed and introduced a new publication -- *Research Bulletin* – which will typically be 8-12 pages in length.
- Did editing and layout for, and posted on the website, the first *Research Bulletin*: “Understanding and addressing female delinquency in Illinois.”
- Did edit/layout/printing of *On Good Authority*: “An analysis of gang members and non-gang members discharged from probation.”
- Did edit/layout/web posting of *On Good Authority*: “The impact of domestic violence probation programs.”
- Did edit/layout/printing of *On Good Authority*: “Police use of formal and informal station adjustments for juveniles in Illinois.”
- Did editing and layout for executive staff review, *On Good Authority*, “Extended Jurisdiction Juvenile prosecutions in Illinois.”
- Completed editing and printed *Trends and Issues Update*: “Advances in technology help boost the quality of electronic criminal history reporting.”

- Continued to edit crime mapping handbook.
- Edited budget committee meeting materials.
- Managed Intranet content.
- Edited CJ Dispatch, the Authority's e-mail notice of website updates.
- Completed update of Employee Handbook.
- Completed design of Illinois Substance Abuse Monitoring Network letterhead.
- Worked on editing and layout of CJNet newsletter for the Information Systems Unit.
- Began compiling information for the 2002 Annual Report.