

IIJIS Planning and Policy Committee Action Plan 2004-2005 DRAFT

IIJIS Planning & Policy Committee 2004-2005 Plan of Action *Note: Action Items are subject to change as needed.*					
#	ACTION ITEM	ASSIGNED TO SUBCOMMITTEE	DATE DUE	DATE COMPLETED	STATUS
1	Identify primary privacy issues that confront the increased sharing of justice information in Illinois.	Privacy Policy	Jun-04		
2	Complete the breakdown of 28 C.F.R. part 20 for Global.	Privacy Policy	Jun-04		
3	Publish "Privacy Schmrivacy".	Privacy Policy	Jun-04		
4	Conduct research necessary to address the primary privacy issues.	Privacy Policy	Jul-Aug 04		
5	Investigate possible short-term projects designed to resolve some less significant information sharing issues.	Privacy Policy	Jul-Aug 04		
6	Complete the background research into offender-based justice information systems and their policies.	Privacy Policy	Jul-Aug 04		
7	Complete overviews of the remaining offender-based justice information systems (A) IDOC (B) AOIC POLARIS, and (C) CPD/ISP I-CLEAR.	Privacy Policy	Sep-04		
8	Review these system's implementation of the FIPs and evaluate the privacy implications of the information sharing taking place.	Privacy Policy	Sep-04		
9	Conduct background research into the accessibility of victim and witness information throughout the justice system, including disclosures of the information within the justice system and to the public.	Privacy Policy	Oct-04		
10	Begin drafting an outline of the IIJIS Privacy Policy (Adult justice information only).	Privacy Policy	Oct-04		
11	Review the collection, use and dissemination of victim and witness information by the justice enterprise. (A) Examine what information is collected, how the information is used, and who has access to it (B) Determine whether the collection of victim and witness information changes the desirability of implementing the FIP where they may not otherwise be applied.	Privacy Policy	Nov-04		
12	Present a draft outline of the IIJIS Privacy Policy regulating adult justice information for review and comment. (A) Get feedback from committee members and make revisions to the outline (B) Gain consensus on content of the IIJIS Privacy Policy.	Privacy Policy	Nov-04		
13	Continue research on how to address the privacy issues.	Privacy Policy	Dec 04 thru Feb 05		
14	Begin drafting language for inclusion into the IIJIS Privacy Policy.	Privacy Policy	Dec 04 thru Feb 05		
15	Conduct legal research so that the IIJIS Privacy Policy incorporates relevant statutes.	Privacy Policy	Dec 04 thru Feb 05		
16	Review draft language for the IIJIS Privacy Policy (A) Get feedback from committee members for incorporation into the final IIJIS Privacy Policy	Privacy Policy	Mar-05		

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#	ACTION ITEM	ASSIGNED TO SUBCOMMITTEE	DATE DUE	DATE COMPLETED	STATUS
17	Complete the final draft of the IJIS Privacy Policy for Subcommittee approval (Adult justice information only.)	Privacy Policy	Apr 05 thru May 05		
18	Approve the final version of the IJIS Privacy Policy for presentation to the IJIS Implementation Board.	Privacy Policy	Jun-05		
19	Introduce intelligence gathering and juvenile justice information as the next topics to be discussed by the Subcommittee.	Privacy Policy	Jun-05		
20	Short-term projects to be completed by Jun 05: (A) Comparison of Unofficial and Official Sources of Criminal History Record Information in Illinois. (B) Address whether additional training is required regarding the statutory requirements to disclose certain information to the media pursuant to the State Records Act, 5 ILCS 160/4a. (C) Identify the types of information contained in typical criminal case files maintained by circuit court clerks offices. (D) Explore the potential need to amend the Probation and Probation Officers Act, 730 ILCS 110/ et seq. to allow the disclosure of officer safety information from probation files.	Privacy Policy	Jun-05		
21	Observe University of Illinois table-top exercises.	Homeland Security Workgroup	Jun 04 thru Jul 04	7/9/04	
22	Seek approval from the Planning & Policy Committee, and Implementation Board to work with Cook County on the development of the Illinois Homeland Security Scenario for prevention and response.	Homeland Security Workgroup	Aug-04		On 8/4/04, approved by IJIS Planning & Policy Committee
23	Identify workgroup members to participate in the development of the Homeland Security Scenario.	Homeland Security Workgroup	Aug-04		
24	Conduct background research into Homeland Security After-Action Reports.	Homeland Security Workgroup	Sep-04		
25	Work with Cook Co on Scenario development (A) Identify HS Event(s) for Scenario for prevention and response (B) Facilitate table-top exercises to identify information exchanges today and future information exchanges.	Homeland Security Workgroup & Cook Co.	TBD		
26	Create the stories for the identified Homeland Security event(s) and begin scenario development.	Homeland Security Workgroup & Cook Co.	TBD		
27	Facilitate table-top exercises to document Homeland Security information exchanges today and future information exchanges.	Homeland Security Workgroup & Cook Co.	TBD		
28	Prepare Draft Illinois Homeland Security Scenario to identify the future functions, range of information exchanges, and interactions needed among public safety and private partners to prevent and respond to a Homeland Security event.	Homeland Security Workgroup & Cook Co.	TBD		
29	Present Draft Scenario and documented Homeland Security information exchanges to the Planning & Policy Committee for approval.	Homeland Security Workgroup & Cook Co.	TBD		
30	Present Draft Scenario and documented Homeland Security information exchanges to the IJIS Technical Committee, the IL Terrorism Task Force (ITTF), and Public Safety entities for vetting and comments.	Homeland Security Workgroup & Cook Co.	TBD		

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31	Revise Scenario as needed, and present to the Implementation Board for approval.	Homeland Security Workgroup & Cook Co.	TBD		
32	Conduct gap analysis and needs assessment on Homeland Security information exchanges.	Technical Committee	TBD		
33	Publish the Illinois Homeland Security Scenario for Information Sharing which will serve as a guideline for Illinois public safety entities to govern the collection, use, retention, and distribution of information in the event of an anticipated or actual Homeland Security attack.	Planning & Policy Committee	TBD		
34	Develop a training and education program.	All IIJIS Comm.	TBD		
35	Publish the IIJIS Privacy Policy.	Planning & Policy Committee	Jun-05		
36	Determine next scenarios to be developed by the Planning & Policy Committee (ie., juvenile justice, incident level data, etc).	Planning & Policy Committee	TBD		
37	Identify chairs and workgroup members to participate on subcommittees to develop additional scenarios.	Planning & Policy Committee	TBD		