CJIS State of Connecticut Criminal Justice Information System Roadmap

Revolutionary Technology Linking Connecticut's Criminal Justice & Law Enforcement Community

February 2013 ~ Vol. 2, No. 2

Mike Lawlor, Under Secretary, OPM

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Making a Positive Impact

Agencies Team Up to Build a New Program to Improve Crash Reporting

E-Crash is an idea whose time has come. The potential impact of this electronic crash reporting application can't be overestimated: it promises to make motor vehicle crash reporting and record-keeping faster, more accurate, and more readily-available at significantly lower cost.

The application was demonstrated recently at the CJIS Governing Board's January meeting.

"The E-Crash project is a perfect example of the kind of synergy that is possible with the right partners in a public-private collaboration," says Cheryl Assis, Director of Public Safety for the Connecticut Regional Council of Governments (CRCOG), the project's primary sponsor.

"It's an important initiative to bring our systems into the future," says Thomas Maziarz, Bureau Chief for Policy and Planning at the DOT. Maziarz is responsible for, among other things, upgrading the DOT's crash* program. "This project is part of a larger effort to update the state's crash record program, which goes beyond the State DOT… We are responsible by statute for all the motor vehicle crash reports.

"It's one of our most important initiatives to convert our system to use electronic data exclusively," Maziarz continues. "CISS will enable us to do more through its servers than we otherwise could, at much less expense."

The E-Crash project has multiple objectives that will have far-reaching effects — more accurate, timely information; easier and faster for officers in the field; more information available for analysis. Ultimately, this will help DOT to do highway safety planning to reduce fatalities and injuries.

The application itself was developed by James Donnelly, Director of Public Safety Telecommunications for the City of New Britain, under the auspices of CRCOG. Donnelly, CRCOG, and several municipalities had already been working on the project for several years when the Department of Transportation

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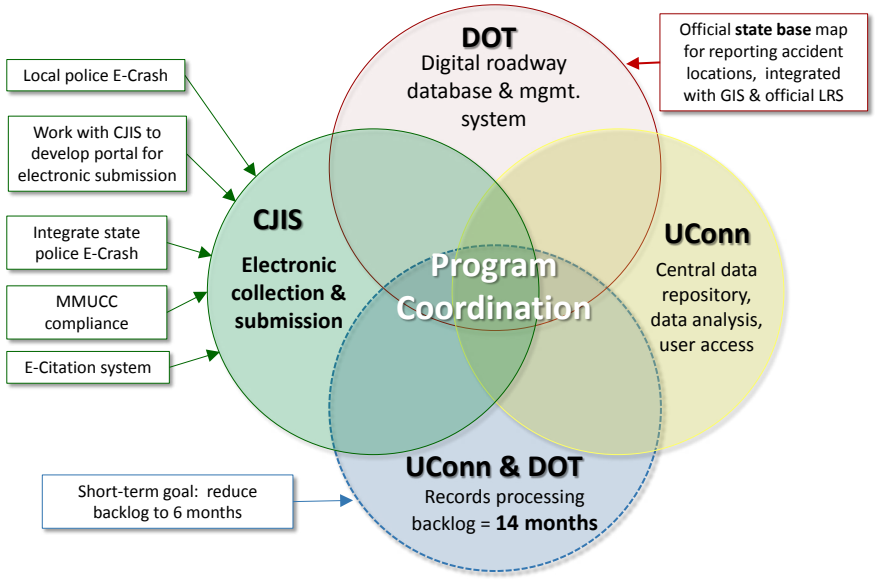
*The term "accident" is no longer used by transportation officials to refer to collisions, because not all motor vehicle crashes are accidental.



Courtesy CT DOT

(DOT) signed on as a partner in 2012. KT International of East Hartford was awarded the contract to build the systems in 2011. Late in 2012, CJIS joined the partnership and agreed to host E-Crash and CT-CHIEF. The involvement of both DOT and CJIS have given the initiative new momentum. In addition, the University of Connecticut will be involved on the "back end" to help store and analyze data.

Although it is a stand-alone application, it is being designed to work in conjunction with the CT-CHIEF browser-based Records Management System (RMS), currently in development. CT-CHIEF is one of several RMSs used by Connecticut law enforcement agencies. (CAD-RMSs are standard operating equipment for many police vehicles' on-board computers.* Computer-Aided Dispatch is an application that helps dispatch appropriate resources for an incident. Records Management Systems organize, store, and transmit secure law enforcement and public safety information.)

CISS will have the technologic resources to act as a data repository and create the interface between DOT and law enforcement agencies (as well as all other agencies sending data to CISS). "The databases that will be part of CISS will be of enormous value to DOT… in ways we can't even foresee now," Maziarz says.

DOT processes over 100,000 records a year; 65 percent of those records are paper. Maziarz is candid about his frustration with the current system. He notes that the paper-based system creates problems with quality control and timeliness; data can be lost. DOT has a 14-month backlog of records information. The data backlog is problematic for a number of reasons. Maziarz says that because of this backlog, DOT can't provide the most recent accident statistics to the public,

*Not all Connecticut PDs have CAD-RMS.

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CISS Project Summary

Mark Tezaris, CJIS Program Manager

As many of you know, CISS "Search" went live on January 10 to three Law Enforcement Agencies (LEAs) — Newington, Glastonbury, and Wethersfield. Seven law enforcement officers are the first to use CISS. This is allowing a "shakeout period" for the system before more users are added.

A crucial part of our project strategy is evaluating our processes as we move forward. This initial deployment was very challenging, mainly because it was front-loaded with most of the foundation work. With a complex and unique project like CISS — one without any real precedent — we *knew* to expect the unexpected. And yet, there were still issues we did not anticipate.

The level of cooperation required from so many large and complex state agencies, organizations, and vendors is absolutely unprecedented for this type of project.

In the last two weeks of January, CISS went through a formal lessons learned evaluation. The process was headed up by our newest staff member, Eric Stinson. Eric has joined CJIS as a senior project manager with extensive experience in IT management, and we are fortunate to have him.

Once the results are sifted, evaluated, and prioritized, we will report to our stakeholders.

What I would like to emphasize is that, while we are obligated to report to you, this process is not about creating a report that will sit on a shelf. We intend to make the real changes necessary to improve our processes and move this project forward successfully. Honestly, some of the feedback was positive and some has not been easy to hear. But we will make the necessary changes to significantly improve our ability to meet the schedule, budget, and scope of CISS.

Careful planning is also crucial. Project planning for the next waves of CISS production is also underway (see page 4).

So as we begin a new phase of this project in 2013, we ask our stakeholders to continue to stay tuned, attend status meetings when you can, continue communicating your agency's needs, and continue giving us candid feedback. This project holds enormous promise for the future of public safety in Connecticut. We all share the goal of fulfilling that promise to our citizens and public safety personnel and so it is crucial that we all share the commitment of making this happen. ■

Quarterly Governing Board Meeting

At the CJIS Governing Board Meeting on January 17: Above, Tom Maziarz, DOT Bureau Chief for Policy and Planning and John Cook, CJIS Project Manager. Tom attended the meeting to talk about the E-Crash program. John is CJIS' point man for this initiative. Center, DAS-BEST CIO Mark Raymond and Bob Cosgrove, Director of Management Information Systems for DOC. Right, Chief State's Attorney Kevin Kane with DOC Commissioner Leo Arnone. To see the meeting minutes and presentation, go to www.ct.gov/cjis/cwp

Making Plans

Lucy Landry, Senior Project Manager

The CISS project management team has spent the last several weeks planning the upcoming waves, one by one. How do we go about planning? Here's a high-level view of our approach.

Objectives

Identify the primary objective(s): What is this wave intended to accomplish? For example, the objective of upcoming Wave 1 is to implement the first workflow and lay the foundation for all subsequent workflows.

Scope

Define the scope — What's included in this wave? What's not included? For example, the scope of Wave 0 V1 provided the ability to do searches of OBTS data. Other data sources were out of scope for this release.

Deliverables

What specific deliverables need to be produced in order to achieve the goals for this wave? Who's responsible for creating each deliverable? For example, for Wave 0 V1, the deliverables included a high-level design document and several detailed design documents produced by the Xerox team.

Work Breakdown Structure

Create a "work breakdown structure" (WBS): What are the specific tasks that need to be completed? In what order? What dependencies exist between them?

Estimating

Estimate the effort and duration for each task: How many hours of work will each task require? The work is broken down into tasks that range from 8 hours to 80 hours – the "8/80 rule."

Resource Leveling

After putting all of the tasks and estimates into a schedule, we identify potential problem areas, where people might be over-allocated. If an individual has been assigned more work than can be done in a given time period, we determine whether the work can be spread out over a longer period without impacting the overall schedule, redistributed to other team members, or re-prioritized so that it's done at a different time.

Review

Ensure that all parties involved in the wave, including stakeholders, have reviewed the schedule. Was anything left out? Do the timeframes work? Has everyone committed to meeting this schedule? ■

The Blueprint

This is the framework we've developed for the next three phases of work. As with all blueprints, our plans are subject to revision. Much of what we are doing to build CISS is unique, so it is inevitable that we will need to make adjustments as we put our plans into action.

Wave 0 V1.5

Objective: To provide stable environments for the remainder of the CISS project; this wave will focus on hardware.

High level summary of scope:
Separate environments for development, system testing, UAT/training, and production

Not in scope:

- Changes to existing functionality
- Additional users

Wave 0 V2

Objective: To implement improved search capability to the user community, by completing the architecture for all subsequent search releases by redesigning and expanding the searchable fields.

High level summary of scope:

- Target community is law enforcement
- Fix defects and deferred items from Wave 0 V1
- Additional search functionality — advanced queries; sharing, saving, and wild card searches
- Additional search source systems
- System administration
- Expanded security; added GFIPM claims and security models
- Security models 2 and 3
- Roll-out to more users

Wave 1

Objective: To implement the first workflow, laying the foundation for all subsequent workflows

High level summary of scope:

- Establish overall architecture for workflows
- Certification of at least 2 RMS vendors. At minimum: 1 vendor for CPCA; NexGen for DESPP
- Implement Workflow 1 (UAR) & Workflow 6 (Common Exchanges)
- Electronic Content Management (ECM) – initial FileNet functionality
- Ability to do redactions
- Team site for DCJ and DPDS ■

CISS Business Update

Nance McCauley, CJIS Business Manager

In January, the CJIS business team met with community stakeholders to determine the priority sequence of the CISS workflows. A discussion to finalize the priority sequence will be held after the February CISS Status Meeting on February 6. The ordered sequence is based on the three events that trigger an initial business process in CISS. The prioritized sequence for the CISS Workflows is shown below.

The business team also reviewed the list of Wave 0 Version 1 follow-up items, including defects and requests that were out of scope for W0V1. These will be prioritized for inclusion in Wave 0, Version 2, release 1 (W0V2r1). The focus of W0V2r1 is to redesign the CISS screens to provide a rich user experience and to display additional data fields. A total of 22 items have been prioritized for W0V2r1. This will expand the current search vehicle functionality.

Next Month

- Work with the RMS vendors to document the technical requirements needed for RMS Uniform Arrest Reports (UARs) and associated paperwork to be sent to CISS for Wave 1 – UAR Workflow
- Continue to refine CISS business rules and requirements for upcoming CISS workflow releases
- Determine priority order for CISS Search access to additional law enforcement officers (W0V1.5)
- Detailed project planning for W0V2 releases 1 and 2
- Review and refine Agency System Administrator roles and responsibilities. ■

Release Order	Workflow #	CISS Workflow Name
1A	1	Uniform Arrest Report (UAR)
1B	6	Common Exchanges
2	3	Misdemeanor Summons
3	2	Infractions
4	4	Arraignment/First Appearance
5	5	Post Arrest
6	7	Disposition
7	8	Post Judgment

CIDRIS Update

Connecticut Impaired Driver Records System

John Cook, Project Manager

The implementation phase of CIDRIS, which began back in August with 10 State Troop barracks, is now complete and entering into full production. The quantity, as well as the accuracy, of OUI messages is steadily improving. DESPP troopers and administrative clerks are largely responsible for all of these initiatives at this point.

As reported in the past month, plans for the next 90 days include use of the CJIS Forms Viewer, which will give authorized CIDRIS stakeholders the ability to view, retrieve, and print agency documents.

Expansion of the CIDRIS program to the Division of Criminal Justice (DCJ) is also in the project planning stage. This involves the creation of a project charter to define scope of work, necessary resources, and schedule to organize and execute CIDRIS program objectives.

These CIDRIS initiatives are important, but all of the team members are also heavily involved with other project activities, including the next waves of CISS, which demands a significant commitment of resources. ■

OBTS Update

Offender-Based Tracking System

John Cook, Project Manager

Work with OBTS has been increasingly focused on integration with CISS, which began limited production in January.

As part of this effort, we have performed some reprogramming. This work involved two primary objectives:

- improving OBTS' processing speed of source agency data, and
- making adjustments to better synchronize information, specifically erasure data.

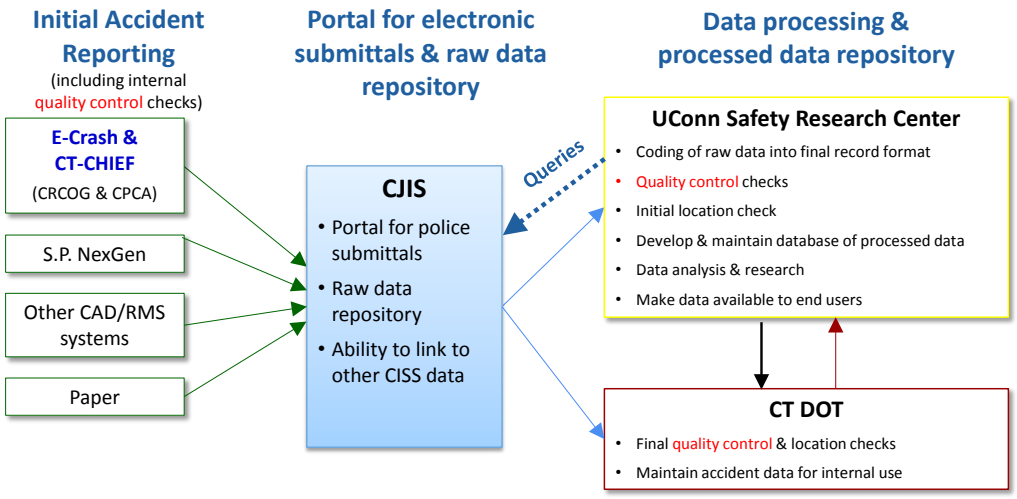
Our work for the forseeable future will continue to be focused on identifying, analyzing, and fixing issues with the OBTS-CISS interface.

As previously reported, we are moving forward with releases 7.4, 7.5, and defining the requirements for 7.6. In the next 90 days, the OBTS team will also complete the data purity evaluation of the Judicial branch's source systems and document the findings. ■

E-Crash, continued from page 2

and the DMV that bear on, for instance, teen safe driving laws.

The goal of the DOT records processing overhaul is to go from having a 14-month backlog to a 30-45 day turnaround — that is, 45 days from the time an officer records a crash to posting data on the web site.



Courtesy CTDOT

E-Crash works like this: when a crash occurs and an officer arrives at the scene, he will open E-Crash, open a map function, and tap the location on the screen. The program will then pinpoint the exact coordinates and begin filling in the report. The program will then guide the officer through a survey, designed to respond dynamically to the responses given for a long list of data elements; these include all possible factors in a crash — the type and number of vehicles, type of event, environmental conditions, causation, injuries or fatalities, etc. A crash diagram component will be incorporated so the officer can digitally capture crash details.

The application will integrate up-to-date federal standards known as MMUCC (Model Minimum Uniform Crash Criteria). MMUCC is not a mandate, but a recommendation so only 23 states currently comply, according to Donnelly. (See NHTSA MMUCC Guidelines 2012.) The descriptive data elements come directly from these guidelines.

The application itself is designed to leverage as much existing data as possible by interfacing with existing databases. What developers envision is a system that can access data via CISS that will include individuals' identification, criminal history, motor vehicle history, geospacial data, medical data, and other relevant information, which will automatically populate the appropriate report fields.

When a report is completed from the field, it will be sent electronically to DOT for supervisory review. When finalized, it can be made available quickly to all relevant parties.

Chief Richard Mulhall of the Newington Police Department and incoming President of the Connecticut Police Chiefs Association (CPCA) is excited about the project. "The E-Crash system is another good example of a cooperative project," says Chief Mulhall. "This will provide the large majority of our police agencies with a relatively easy-to-use system; it will vastly simplify the reporting process and significantly decrease the average time it takes an officer to complete a report."

According to Jim Donnelly, E-Crash hopes to launch its first pilot by late summer with 10 local police departments: New Britain, Hartford, Waterford, Orange, Glastonbury, Windsor, South Windsor, Enfield, East Hartford, and Newington. If all goes well, Donnelly says the application could be in operation state-wide in 2015.

"The E-Crash project is the first of what we hope will be many partnerships in which CJIS can play a role," says CJIS Executive Director Sean Thakkar. He notes that neither an application nor a partnership like this was part of the original blueprint for CISS — an unintended benefit. As production on CISS gets underway he expects the possibilities for leveraging its technologic muscle will continue to emerge. ■

~ *Margaret M. Painter*

The next CISS Status Meeting is February 6.