

MINUTES

**REGULAR MEETING
ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
March 4, 2011 at 9:05 am.
300 West Adams Street, 2nd Floor Conference Room
Chicago, Illinois**

Call to Order and Roll Call

Vice Chairman Anita Alvarez welcomed Board Members and guests to the first 2011 quarterly Board Meeting of the Illinois Criminal Justice Information Authority. She called the meeting to order and asked General Counsel Lisa Stephens to call the roll.

In addition to Vice Chairman Alvarez, Authority Board members in attendance were:

Chief David P. Bradford
Clerk Dorothy Brown
Public Defender Abishi Cunningham
Sheriff Thomas Dart
Director Patrick Delfino
Director Bradley Demuzio
Ms. Barbara Engel
Mr. Felix M. Gonzalez
Ms. Cynthia Hora
Interim Director Patrick Keen
Director Michael J. Pelletier
Sheriff Patrick B. Perez
Acting Director Gladyse Taylor
Mr. John Z. Toscas

Approval of Minutes of December 3, 2010 Regular Meeting

With a quorum in place, Vice Chairman Alvarez asked for a motion to adopt the minutes of the December 3, 2010 Authority Board Meeting.

{Mr. John Z. Toscas moved that the minutes of the December 3, 2010 Authority Board Meeting be adopted, with Ms. Cynthia Hora seconding the motion. In response to a call for any corrections, Ms. Engel corrected the word protectory to trajectory on page seven, fifth line of the seventh paragraph. With the correction, the motion was adopted by unanimous voice vote. }

Vice Chairman's Remarks

Vice Chairman Anita Alvarez then announced four resolutions honoring Board Members for their service and contributions toward assisting the Authority to fulfill its mission during their terms and said that she would be requesting a single unified motion to adopt the four when she finished reading them. She stated that they were for William A. Mudge who served from January 12, 2004 until December 7, 2010, as State's Attorney of Madison County; Jonathon Monken who served from March 23, 2009 until February 14, 2011 as Acting Director of the Illinois State Police; Jody Weis who served from February 1, 2008 until March 1, 2011 as Superintendent of the Chicago Police Department; and for David Bradford who served from May 12, 2003, and would be retiring April 30, 2011 as Chief of Police of the Glen Carbon Police Department.

She recounted Chief Bradford's background and said that he was retiring after 33 years in law enforcement, assuming his current position in 1988, after having started as a patrol officer with the Edwardsville Police Department. She also cited his being a past President of the Illinois Association of Chiefs of Police and the Southern Illinois Chiefs of Police Association, as well as having served on the International Association of Chiefs of Police Executive Board.

She then asked for a unified motion to adopt the resolutions.

{Mr. Toscas moved to adopt the motion, which was seconded by Mr. Bradley Demuzio. In response to a call for any discussion, Ms. Engel said that on behalf of the Board, she wanted to thank Chief Bradford for being a wonderful Board Member and that he will be missed. The motion then was adopted by unanimous voice vote.}

Ms. Alvarez next called on Executive Director Jack Cutrone for his remarks.

Executive Director's Remarks

Mr. Cutrone started by discussing the issue of continued federal funding. He explained that there was a continuing resolution for funding at least through the next couple of weeks at Federal Fiscal Year (FFY)10 levels, but stated that what happens after that was unclear. He said that the President's requested budget largely maintained funding for the programs with which the Authority was most concerned, adding that there were some slight decreases and reiterating uncertainty as to what the final budget will be after probable long negotiations.

Next Mr. Cutrone addressed a matter that is approaching which may have an effect on some of Illinois' federal funding, and that is Illinois' being at the final stages of its request for an extension of the requirement under the Justice Assistance Grants (JAG) program that there be compliance in state sex offender registration with the federal Adam Walsh Act. He pointed out that the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) of the U.S. Department of Justice will be making the determination whether Illinois is in compliance with the Adam Walsh Act. He said that if it is determined that Illinois is not in substantial compliance, there is a 10 percent penalty to JAG funding and therefore Illinois will lose 10 percent of its JAG award.

The final item Mr. Cutrone mentioned concerned the waiver of the match requirement for JAG, which he said was discussed in a memo he sent to the Board by e-mail a few days earlier and which he wanted to clarify. He then presented background on how the JAG match requirement was imposed, pointing out that it did not emanate from the federal government but rather from the Authority Board. He went on to explain that the Authority had been administering the Anti-Drug Abuse Act (ADAA) grant program, which required a 25 percent match, but when the federal government terminated the ADDA program and substituted in its place the Byrne JAG grant program, the federal government match requirement was eliminated; however, the Authority Board voted to maintain it in around 2003.

Mr. Cutrone said that the reason for recommending that it now be waived is basically the general state of the economy, problems of the state's budget and the budgets of units of local government as well as not-for-profit agencies that have been suffering as a result, with funding largely withdrawing. He stressed that this recommendation does not suggest that match be waived completely and that there still would be a requirement that those applying for a grant without any match would have to establish financial need. He added that Authority staff would make that initial investigation as a guide to recommendations to the Budget Committee and Authority Board.

Additionally, Mr. Cutrone emphasized that the matter of supplanting by grantees who have been spending money on programs and supplying match then learning it was no longer necessary and wanting to stop would be prohibited from doing so by federal requirements unless they can justify the reason for such action. He said that this is an issue of which the Authority in its review of grant applications is very cognizant.

Further, he highlighted a situation that would affect the Authority adversely if the match requirement for JAG funding remained mandatory. He referred to a JAG grant that the Board makes to the Authority to support the ICJIA Research and Analysis Unit, with matching funds supporting nine R&A staffers in whole or in part. He went on to say that the Authority requested \$650,000 in match for the state FY12 budget, but the Governor's office, being faced with a deficit of over \$10 billion and therefore being required to make drastic cuts in agency budgets across the state, removed that item in the agency's budget that was submitted to the General Assembly, with the result that the Authority will not have General Revenue Funds to support those nine positions.

Also citing the negative effect of requiring matching funds, he said that there are some very good programs that can benefit from JAG funding but cannot make the match and thus cannot apply for a grant. He mentioned as an example a program with the Cook County Sheriff to provide housing and services to women upon their release from Cook County Jail, which can be critical in reducing recidivism. He said it was already designated by the Budget Committee for a grant, but the agency was not able to supply the required match, as was originally anticipated and without that contribution, the Sheriff, subject to service budget cuts due to the County's budget, will have to refuse the grant.

Moving on, Mr. Cutrone then said that he would entertain any questions that the Board might have. He reiterated that he was requesting that the Board approve the modification of the match waiver as he described so it is not an absolute requirement and becomes discretionary depending on need and depending on whether or not a waiver of match would constitute supplanting.

At that point, Ms. Engel said that she would like to make such a motion because she thinks it is important. But she added that first she had a question as to the penalty amount that could be imposed on JAG funding if it is deemed that Illinois is not in compliance with the Adams Walsh Act, and the financial impact such action would have. Mr. Cutrone reiterated that it is a 10 per cent penalty on JAG funding for Adam Walsh.

He asked Mike Carter, Federal and State Grants Unit Program Supervisor, to confirm the amount of the last federal fiscal year grant for JAG, which Mr. Carter said was \$10.7 million. Mr. Cutrone thus said it could be approximately \$1 million dollars less, which could be a substantial loss. Mr. Cutrone said that he would keep the Board apprised of the status of the situation.

Vice Chairman Alvarez then returned to the motion that Ms. Engel made to adopt the recommendation to modify the match requirement for JAG grants and make it discretionary subject to the approval of the Board. Before Ms. Alvarez called for a vote, Mr. Toscas asked for assurance that the recommendations are subject to the approval of the Board, and was so assured. Ms. Hora then inquired if the staff have criteria on which recommendations would be based. Mr. Cutrone responded that similar standards that the staff now use in making funding recommendations would be employed and probably would be more formalized.

{Ms. Engel repeated the motion, which was seconded by Public Defender Abishi Cunningham and adopted by unanimous voice vote.}

Mr. Cutrone concluded his remarks and thanked the Board.

Budget Committee Report

Ms. Alvarez next turned to financial matters, announcing that Budget Committee Chairman Eugene E Murphy, Jr., unfortunately had to cancel his attendance because of illness. She went on to appoint all present Board Members as members of the Budget Committee as a whole for the Budget Committee portion of the Authority Board Meeting, thus constituting a quorum.

Ms. Alvarez called on Program Supervisor Mike Carter to proceed with the Budget Committee Meeting.

Justice Assistance Grants (JAG) FFY07 and American Recovery and Reinvestment Act (ARRA) FFY09 Plan Adjustments

Designation Reductions

Mr. Carter said that Sangamon County returned \$22,116 of its \$138,569 FFY07 designation supporting the Central Illinois Enforcement Group. A local police department could no longer

provide an officer to that unit, consequently these funds were returned. Staff has plans for the expenditure of these funds.

He called attention to the table at the bottom of Page 1 of the handout memo describing ARRA09 funds recently returned to the Authority. A lot of money was returned from grants made under the Starcomm Request-for-Proposals (RFP). There are still many eligible departments on the list for potential Starcomm grants. Staff will revisit that list and reallocate these returned funds to the eligible agencies on that list.

Designation Reallocation

Mr. Carter said that, per Executive Director Cutrone's earlier comments, the Haymarket Center had intended to partner with the Cook County Sheriff to provide services to female offenders with substance abuse issues. Haymarket could not generate the required matching funds and so the \$250,000 designation for this program had to be turned down. Pursuant to the Authority Board's vote earlier, staff now recommends that the \$250,000 be reallocated to Haymarket, but without the obligation of matching funds.

In response to a question by Ms. Hora, Mr. Carter said that the actual cost of the program was intended to be \$330,000. Haymarket will be able to implement this program on only \$250,000 because the program's start date, which had been January 1, 2011, is now April 1, 2011. The difference in costs is offset by the months that the program did not function.

Recommended Designations

Mr. Carter said that staff recommends designating a maximum of \$20,000 of the returned FFY07 funds from Sangamon County described above to the DuPage County Sheriff's Office for the purpose of delivering leadership training to approximately 50 local police agencies throughout Illinois. This training, entitled, *Leaders without Titles*, will focus on enhancing six competencies of human function: physical well-being, intellectual ability, social ability, emotional ability, personalization ability, and moral make-up. Staff recommends that this designation be made without obligation of match as the majority of agencies benefitting from this will be local agencies that otherwise could not have provided this training to their people.

He said that staff recommends designating a maximum of \$165,079 to Lake County. He said that the designation request had been changed from the Lake County Sheriff's Office to the Lake County State's Attorney's Office. These funds would restore a Gang Crime Analyst position that was previously implemented in 2009 using Project Safe Neighborhoods funds. These funds would be used to hire a Crime Analyst who would work under the auspices of the Lake County State's Attorney's Office during the period of April 1, 2011 to February 28, 2013. These funds will be used primarily to pay for the crime analyst salary and benefits for a 21-month period. The remaining funds will be used to pay for formal training on crime analysis software, a laptop, cell phone service, and additional indirect costs.

Mr. Carter, in response to a question from Ms. Hora, said that Lake County had reported making 1,300 gang-related arrests under the Project Safe Neighborhoods program in 2009.

{Mr. Felix Gonzalez moved to approve the JAG FFY07 and ARRA09 Plan Adjustments. The motion was seconded by Clerk Dorothy Brown and adopted by unanimous voice vote.}

Adjourn

At approximately 9:30 a.m., the Budget Committee portion of the meeting concluded and the Authority Regular meeting resumed with discussion of other items on its agenda.

Before moving on, Mr. Cutrone said that he was remiss in not sending apologies earlier from the Authority's new Chairman, Peter M. Ellis, for his absence. He explained that Mr. Ellis had a business trip scheduled for the entire week before he was appointed as Chairman. Mr. Cutrone said he also was remiss in not welcoming one of the Authority's newest members, Abishi Cunningham, the Public Defender of Cook County, and apologized.

Fiscal Report by Dreena Jones, Chief Fiscal Officer

Ms. Alvarez then called on Chief Fiscal Officer Dreena Jones for a fiscal report. Ms. Jones said she was presenting the fiscal year 2011 second quarter year-to-date fiscal report and called attention to Exhibit 1, Operations, under tab 3 in the Board materials.

She stated that the Authority had expended and obligated 39 percent of its General Revenue operations, with Personnel and Contracting expenses representing 95 percent of the expenditures. Ms. Jones turned to Exhibit 2, Awards and Grants, indicating that the Authority had expended and obligated 22 percent of the General Revenue Matching funds and 37 percent of its total appropriation, with the Criminal Justice Trust Fund representing 38 percent of those expenditures. She stated that the Juvenile Accountability Incentive Block Grant Fund represented 25 percent, and the total Awards and Grants was 37 percent. She explained that of those expenditures, 71.4 percent represented grants given to local and nonprofit organizations.

At that point, Ms. Brown referred to the General Revenue Fund being at 39 percent at the end of the second quarter and asked if that was because expenses were being held down as a result of concerted efforts. In response, Ms. Jones said that with December 31 being the end of the second quarter, some of the expenses have been late in coming in and at this particular time they had not been reported, which is the reason the percentage was low. Mr. Cutrone added that in terms of holding the line on expenses, the Authority's budget has been shrinking over the last few years and less has been requested and received in a variety of across the board categories. He said this is mostly being done through the budget process and by trying to avoid unnecessary expenditures, so it is an issue about which the Authority is very concerned, as is the state.

Ms. Brown next inquired about the 37 percent in the Awards and Grants category and asked if that meant the Authority awarded only 37 percent of what was available. Ms. Jones replied that of the \$112.9 million, \$42 million has been awarded, which represents the 37 percent. Mr. Cutrone also explained that the Authority asks for more than it actually anticipates it is going to spend in any given year and tries to hold its federal funding in reserve for when funding is needed because of economic conditions in future years.

He said that by requesting more than the Authority thinks it is actually going to spend, it allows the flexibility to come before the Board if there is a reason to spend more of the portion, adding that it is a way to keep options open. In response, Ms. Brown asked if the Authority was in any jeopardy of losing any grants because they have not been utilized. Mr. Cutrone assured her that was not the case.

Ms. Alvarez then asked if there were any other questions. Hearing none, she thanked Ms. Jones.

2010-2012 Services*Training*Officers*Prosecution Violence Against Women Act (STOP VAWA) Implementation Plan Approval

Ms. Alvarez moved to the next agenda item which was the approval of the 2010-2012 STOP VAWA Implementation Plan, which she pointed out was in the Board materials and asked if there were any questions or comments. Ms. Hora mentioned that she had some suggestions regarding the portion concerning legislation and said she was assured that changes would be made in the plan next year, with which she concurred. Ms. Engel then commended the staff for their work, after which Ms. Alvarez called for a motion to adopt the plan.

{Chief Bradford moved that the 2010-2012 STOP VAWA Implementation Plan be approved. Sheriff Patrick B. Perez seconded the motion, which was adopted by unanimous voice vote.}

Presentation on the Judicial Circuit Integrated Justice Information Project by Chief Judge Janet Holmgren of the 17th Judicial Circuit, Mr. Gus Gentner, Project Chairman, Winnebago County Court and Case Management Project, and Ms. Michelle R. Rock, Specialty Courts Administrator

Ms. Alvarez next introduced Chief Judge Janet Holmgren of the 17th Judicial Circuit for a presentation on the Integrated Justice Information Sharing Project which is underway in Winnebago County. She went on to say that the Authority strongly promotes this project, which has been successful in bringing all the key stakeholders together to advance effectiveness and collaboration.

Chief Judge Holmgren thanked the Board for the invitation to speak which she mentioned developed out of the Data Workgroup at the Authority's Summit where she referred to the Winnebago County project. She then introduced Gus Gentner, Project Chairman for the Winnebago Court and Case Management Project, and Ms. Michelle Rock, Specialty Courts Administrator, who also would be presenting. Chief Judge Holmgren began by pointing out that it is a \$6.7 million Information Technology conversion project, which has created a fully integrated justice information system. She continued to say that there are two components to the project, which Mr. Gentner was going to address.

She explained that one is called full court enterprise that includes the clerk, court and probation information; and the other, called full case that is coordinated with the state's attorney and the public defender's offices. She said that the system actually permits communication with each other, allowing case origination to occur in the state's attorney's office and populate the system

where it needs to go. Judge Holmgren gave the history of the project, starting in 2005 when a consultant was retained in Winnebago County to review its justice system, identify critical gaps, and make recommendations about how efficiencies could be improved, out of which came a study, generically referenced as a gap study.

She discussed the steps ranging from creating a Systems Requirements Definition (SRD) document to identifying the offices or the information bearers that were involved in the project. She went on to highlight the synergy and communication that grew out of the extensive and exhaustive conversations around justice information sharing and the strong partnership among all of the justice partners in Winnebago county, conversations that she said she thought were unprecedented in her jurisdiction and probably unique to the community. Chief Judge Holmgren said it is a project that has been exciting to everyone involved and has incredible promise and potential, adding that benefits from it are already being recognized and realized. She then turned the presentation over to Mr. Gus Gentner and said that he has been at the helm since 2006.

After thanking Chief Judge Holmgren, Mr. Gentner referred the Board to the timeline chart on the screen, Court and Case Management “Path to Excellence,” from 2005 through 2010 and described what transpired in each year. He said that at the start, a classic legacy 20 year old software system was being used. He then described the process for creating an SRD, which included examining those that had been produced by Louisiana, Texas, Vermont and others and synthesized them into what the Winnebago County 17th Judicial Circuit should be doing. Mr. Gentner said that it took a year of everyone working together to produce a 119-page document for issuing a request for proposals from vendors.

He described selecting Justice Systems Incorporated as the vendor, and moving the system to web-enabled technologies. He also cited the challenge of transferring all the data from the old system into the new one, which constituted 1.8 million cases, resulting in 117 million rows and 30 years of data. He added that when the conversion was performed in November of last year, 629 cases were missed but retrieved.

Mr. Gentner stated that based on research that indicates 50 percent of all private and public major IT initiatives fail, with the other 50 percent seriously challenged by cost overruns, and not meeting schedules, he thought the Winnebago court and case management evolution was going well, having been active for almost 120 days. He also reported that transmuting from a case-based to a party-based system has been beneficial citing as an example its ability to reduce multiple listings of the same individual with many aliases and different spellings and get all the information associated, which improves reporting and management capabilities.

Mr. Gentner noted that the flow of data between the jail and the court system, between the public defender and the court system, and the state’s attorney and the court system has been going very well and that in a month, information from the records system out of the police departments will be flowing. In conclusion, as an example of the new system’s efficiency, he mentioned a circuit clerk who needed the number of outstanding traffic cases in the City of Rockford, which Mr. Gentner indicated was able to be produced in minutes, not days, not weeks, not months, but in minutes, made possible by the move from old legacy technology to web-enabled technologies.

At that point, Acting Director Gladyse Taylor inquired if the goal is to interface with systems outside of Winnebago County, like the Department of Corrections and the Authority and other municipalities having a web-based environment, with Chief Judge Holmgren responding in the affirmative. Ms. Michelle Rock then added that as Specialty Courts Administrator, such information sharing is starting to happen with the use of an access database, which minimizes the number of times information needs to be entered. She described the database being used to track and cross reference all the jail days of the people in the specialty courts for which she is administrator. She also referred to a state mental health court database that she is hoping can be integrated to reduce the entry of information to one time.

Mr. Cutrone then asked Chief Judge Holmgren if there was acceptance among all the facets of criminal justice and how that was handled. She recounted challenges such as data clean-up and system change, but indicated that by continuing to demonstrate the efficiencies of the full court enterprise and full case system of information sharing, the acceptance is growing steadily.

Ms. Engel stated that she thought this was a very important topic and would hope there would be larger discussions statewide to foster this kind of information sharing. Ms. Taylor followed by saying that there have been some meetings with justice and state agencies on information sharing. She added that ideally the concept discussed is the direction the state should be working toward, enabling all 102 counties to interface with statewide systems both in a receiving and delivery methodology, including other areas of information such as relating to mental health, medical and education.

Ms. Brown added that she would like to hear more about the Winnebago County information sharing experience. She said that she hoped a presentation could be made to the Technical Committee of the Illinois Integrated Justice Information System (IIJIS), which is working toward setting standards relating to integration for the entire State of Illinois. Ms. Engel then suggested that she would like to see the Authority get more formally involved perhaps through the entity that Ms. Brown mentioned with the purpose of investigating if the Winnebago County project could be utilized by a larger audience in Illinois.

Ms. Alvarez then thanked Chief Judge Holmgren, Mr. Gentner and Ms. Rock and asked if there were any old or new business. Ms. Brown said she would like to recognize Nicole Sims of her staff who has attended Authority meetings and was leaving the Clerk's Office to work for a consulting firm. At that point, Ms. Alvarez called for a motion to adjourn.

Adjournment

{Mr. Toscas moved that the meeting be adjourned. Director Bradley Demuzio seconded the motion, which was approved by unanimous voice vote.}

