



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

---

---

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

Regular Authority Meeting  
Friday, December 4, 2009 at 9:00 a.m.  
160 N. LaSalle  
Chicago

**AGENDA**

- Call to Order and Roll Call
- 1. Approval of the Minutes of October 9, 2009 Regular Meeting
- Chairman's Remarks
- 2. Executive Director's Remarks
- 3. Budget Committee Report/Meeting (*Eugene E. Murphy Jr. Chair*)
  - a. Fiscal report
- Assessment of prior victimization and access to services among adult female inmates in the Illinois Department of Corrections (*Lindsay Bostwick, ICJIA*)
- 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.

ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION  
AUTHORITY



300 West Adams Street, Suite 700  
Chicago, Illinois 60606  
Phone: (312) 793-8550  
Fax: (312) 793-8422  
TDD: (312) 793-4170  
<http://www.icjia.state.il.us>

Meeting Notice

*Authority Regular Meeting  
Budget Agenda*  
Friday, December 4, 2009 – 9:00 a.m.  
Illinois Criminal Justice Information Authority  
The Michael A. Bilandic Building  
160 N. LaSalle Street  
Room #N505  
Chicago, IL 60601

Agenda

- ▶ Call to Order and Roll Call
- 1. Justice Assistance Grants (JAG)  
FFY05 Plan Adjustment #9
- 2. Justice Assistance Grants (JAG)  
ARRA09 Plan Adjustment #2

**Budget Committee**

---

Eugene E. Murphy, Jr.  
*Chair*

Hon. Anita Alvarez  
*Vice Chair*

David P. Bradford

Bradley G. Demuzio

Barbara L. Engel

Becky Jansen

Hon. Lisa Madigan

William Mudge

Todd H. Stroger

- ▶ Old Business
- ▶ New Business
- ▶ Adjourn

---

**Illinois Criminal Justice  
Information Authority**

Sheldon Sorosky  
*Chair*

Hon. Anita Alvarez  
*Vice Chair*

Jack Cutrone  
*Executive Director*

This 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 Mr. Hank Anthony, Associate Director, Office of Administrative Services, Illinois Criminal Justice Information Authority, 300 West Adams Street, Suite 700, Chicago, Illinois 60606 (telephone 312/793-8550). TDD services are available at 312-793-4170.



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

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

**MEMORANDUM**

**TO:** Budget Committee Members

**FROM:** John C. Chojnacki, Associate Director, Federal & State Grants Unit

**DATE:** December 4, 2009

**RE:** **Justice Assistance Grants (JAG) FFY05 Plan Adjustment #9**  
**Justice Assistance Grants (JAG) ARRA09 Plan Adjustment #2**

---

This memo describes proposed adjustments to the American Recovery and Reinvestment Act (ARRA) of 2009 Plan and the Federal Fiscal Year 2005 plan.

**DESIGNATION REDUCTION**

*Illinois Department of Corrections:* The IDOC was designated \$180,000 at the March 6 Authority Regular Meeting (Budget Agenda) for surveillance cameras. The cost of purchasing and installing the cameras was less than expected, resulting in \$66,288 being returned to the Authority. Staff recommends that these funds be made available for future programming.

**RECOMMENDED DESIGNATIONS: FFY05**

**Mundelein Police Department / Lake County Major Crimes Task Force - \$66,288**

The Mundelein Police Department (MPD), in cooperation with the Lake County State's Attorney's Office and on behalf of the Lake County Major Crimes Task Force (LCMCTF) is requesting \$66,288. This funding would be used to purchase a Crime Scene Scanner that would automate crime scene measurement and documentation. The LCMCTF investigates all homicides, police-involved shootings, true kidnappings, and heinous crimes in Lake County, Illinois.

Both for investigative purposes and for the most effective means of presenting evidence to juries, often subject to "the CSI effect," it is important that investigators and prosecutors be able to reproduce crimes scenes using technologically advanced media. To

achieve this, LCMCTF would use a Crime Scene Scanner to capture 360-degree laser-based scans of crime scenes that could be reproduced in digital, high resolution, three-dimensional images with exact measurements. These permanent images could then be presented in court as evidence.

Staff recommends designating up to \$66,288 in FFY05 state/discretionary funds for this purpose. An extension has been granted for FFY05 funds, which now expire on December 31, 2009. This would be an ideal use of these lapsed funds, given the short time-frame available.

### **RECOMMENDED DESIGNATIONS: ARRA**

#### **Cook County Sheriff's Office - \$499,800**

The Cook County Sheriff's Office (CCSO) is requesting \$499,800 to enhance its ability to provide continued police services to the Village of Ford Heights. Ford Heights does not deploy a functioning police department and it has one of the county's highest crime rates. Since 2006, the CCSO has drawn from its own resources (approximately \$2.2 million annually) to provide policing services to Ford Heights without any reimbursement. This effort has strained the CCSO budget and Ford Heights has no short-term plan for re-establishing its own police department.

Four full-time police officer positions would be created with this funding. The cost for these officers totals \$481,800. The hired police officers would be placed into one of three four-officer shifts that solely serve Ford Heights. Additionally, \$18,000 would be used to hire two part-time Loyola University graduate research assistants who would work with the CCSO to conduct research, analysis, and evaluation activities supporting the overall plan for the development of a long-term strategy for establishing an independent full-time Ford Heights police department. These funds would be used during a 36-month period.

Staff recommends designating up to \$499,800 in ARRA local-use funds to the CCSO for this purpose.

#### **Champaign Police Department - \$10,025**

The Champaign Police Department (CPD) is requesting \$10,025 to provide two two-day training sessions on Problem Oriented Police (POP) concepts and strategies. The training would serve all supervisors and field training officers (FTOs). Supervisors and FTOs would then be able to conduct on-the-job training for the patrol officers, investigators, and future hires at the CPD and the CPD would be able to implement POP concepts in their day-to-day operations. In all, 42 supervisors and 122 officers would receive training.

One temporary job for a total of 32 hours of work would be created by this funding. These funds would be used in less than 12 months. The training would be provided by Dr. Rachel Boba, Associate Professor in the School of Criminology and Criminal Justice

at the Florida Atlantic University. Dr. Boba is an expert in the areas of POP, crime prevention, crime analysis, and police organization and accountability. Dr. Boba would be compensated at a rate of \$250 per hour for a total of \$8,000. The remaining funds would pay for Dr. Boba's travel and lodging expenses.

Staff recommends designating up to \$10,025 in ARRA local-use funds to the CPD for this purpose.

### **Champaign Police Department - \$136,233**

The Champaign Police Department (CPD) is requesting \$136,233 for the purpose of implementing an Intelligence Led Policing Program. The program would create an Intelligence Unit for the CPD that would collaborate with other law enforcement agencies. The Intelligence Unit would complement community police efforts and it would be used as a comprehensive tool for problem-solving oriented projects initiated by patrol officers and members of the community. The Intelligence Unit would help direct resources to problem areas and would focus on the reduction and prevention of violent crime, which has been identified as a goal by the Champaign City Council.

One full-time position of Intelligence Analyst would be created with this funding. These funds will be used in a 12-month period. The total compensation for this position would be \$76,233. The remaining funding would go toward consulting fees for crime view software, software application development and deployment, software training, and software support (\$48,000), and two computer servers (\$12,000). The CPD reports that the city intends to approve the funding of this position once the grant has expired.

Staff recommends designating up to \$136,233 in ARRA local-use funds to the CPD for this purpose.

### **Chicago Police Department - \$498,663**

The Chicago Police Department (CPD) is requesting \$498,663 for the purpose of creating public discourse about the "Code of Silence" that stands between police and community (e.g. distrust, dislike, social injustice, justice system inequities). To accomplish this, a "Break the Code of Silence" marketing campaign would be promoted by CPD and its corporate and foundation partners. They would also implement "Public Discourse and Message" activities to improve youth and general public awareness. This funding would also contribute to the development and printing of wallet-sized "Speak-Up" pocket reference cards with simple directions on how to use TXT2TIP and Crime Stoppers to report crime and tips to prevent crime. These cards would be distributed to Chicago Public School students, to potential witness at crime scenes, to youths engaged in CPD's G.R.E.A.T. program, and at many other public venues.

One full-time position of Program Director would be created with this funding. These funds will be used in a 36-month period. The total compensation for this position would be \$287,473. The remaining funding will go toward travel expenses (\$4,950); Laptop computer (\$1,475) and contractual costs for wireless laptop (\$2,520); cell phone (\$85) and cell phone monthly service (\$2,160); and marketing and media production services

(\$200,000). The CPD reports that they would work with the Chicago Office of Budget and Management to incorporate the Program Manager's salary and fringe benefit costs into the CPD's budget and/or use corporate or other funding to sustain this position.

Staff recommends designating up to \$498,663 in ARRA local-use funds to the CPD for this purpose.

**Freeport Police Department - \$436,864**

The Freeport Police Department (FPD) is requesting \$436,864 for the purpose of staffing its Street Crimes Unit. This unit targets illegal activities associated with drugs and weapons within the community of Freeport. In 2008, the unit was staffed with 5 officers; however, budget cuts during the past year have reduced this unit down to 1 officer. FPD's full complement of officers is 61 and FPD is currently operating with only 55 officers and expects have as few as 50 officers by the end of 2009. This funding would allow FPD to return its Street Crimes Unit to an effective staffing level and once again concentrate efforts to alleviate violent and drug-related crimes.

Two full-time police officer positions would be created with this funding. These funds would be used during a 36-month period. Once the two entry-level police officers have completed their police academy and field training, veteran officers would be transferred into the Street Crimes Unit. The city expects to sustain these positions once funding ends through a recently passed sales tax increase.

Staff recommends designating up to \$436,864 in ARRA local-use funds to the FPD for this purpose.

**Bourbonnais Police Department in collaboration with the Kankakee Metropolitan Enforcement Group (KaMEG) - \$290,335**

The Bourbonnais Police Department (BPD), in collaboration with KaMEG, is requesting \$290,335 for the purpose of strengthening the KaMEG through an increase in personnel. KaMEG is a multi-agency, multi-jurisdictional collaboration of law enforcement agencies within the Kankakee area that proactively initiates investigations on drug, gun, and gang crimes.

One full-time police position for the BPD would be created with this funding. BPD would then assign one veteran police officer to KaMEG, adding to the enforcement group's resources and ability to target priority investigations within Bourbonnais and other communities within the Kankakee area. These funds would be used in a 36-month period. The city plans to incorporate the new hire into its operating budget after funding ends.

Staff recommends designating up to \$290,335 in ARRA local-use funds to the BPD for this purpose.

**Bradley Police Department in collaboration with KaMEG - \$222,048**

The Bradley Police Department (BPD), in collaboration with KaMEG, is requesting \$222,048 for the purpose of strengthening the KaMEG through an increase in personnel. KaMEG is a multi-agency, multi-jurisdictional collaboration of law enforcement agencies within the Kankakee area that proactively initiates investigations on drug, gun, and gang crimes.

One full-time police position for the BPD would be created with this funding. BPD would assign one veteran police officer to KaMEG, adding to the enforcement group's resources and ability to target priority investigations within Bradley and other communities within the Kankakee area. These funds would be used in a 36-month period. The city plans to incorporate the new hire into its operating budget after funding ends.

Staff recommends designating up to \$222,048 in ARRA local-use funds to BPD for this purpose.

**Kankakee Police Department in collaboration with KaMEG - \$253,953**

The Kankakee Police Department (KPD), in collaboration with KaMEG, is requesting \$253,953 for the purpose of strengthening KaMEG through an increase in personnel. KaMEG is a multi-agency, multi-jurisdictional collaboration of law enforcement agencies within the Kankakee area that proactively initiates investigations on drug, gun, and gang crimes.

One full-time police position for the KPD would be created with this funding. KPD would assign one veteran police officer to KaMEG, adding to the enforcement group's resources and ability to target priority investigations within Kankakee and other communities within the Kankakee area. In addition, the Kankakee officer would be assigned to the Kankakee High School as a School Resource Officer (SRO). One of the SRO's duties would be to engage students in programs and activities that increase the students' knowledge of the law, especially issues involving illicit drugs, guns, and criminal street gang activities. These funds would be used in a 36-month period. The officer would work full-time with KaMEG during school breaks and closings. The city plans to incorporate the new hire into its operating budget after funding ends.

Staff recommends designating up to \$253,953 in ARRA local-use funds to KPD for this purpose.

**Oak Lawn Police Department - \$374,954**

The Oak Lawn Police Department (OLPD) is requesting \$374,954 for the purpose of staffing its Gang and Tactical Units. These units target illegal activities associated with gangs, drugs, and other crimes within the community of Oak Lawn. Currently, there are only three officers available to work in these units and future budget cuts threaten their existence. In addition, OLPD is operating below staffing levels and is financially unable to hire new personnel. This funding will allow OLPD to increase staffing to its Gang and

Tactical Units to an effective level and once again concentrate efforts to alleviate gang related crimes.

Two full-time police officer positions would be created with this funding. These funds would be used during a 24-month period. Once the two entry-level police officers have completed their police academy and field training, veteran officers would be transferred into the Gang and Tactical Units. The city expects to sustain these positions once funding ends.

Staff recommends designating up to \$374,954 in ARRA local-use funds to the OLPD for this purpose.

### **Rockford Police Department - \$500,000**

The Rockford Police Department (RPD) is requesting \$500,000 for the purpose of hiring civilian personnel to staff its Citizen Reporting Unit (CRU). This unit is currently staffed by sworn police officers. The costs of staffing the CRU with sworn officers far exceeds what it would cost for civilian personnel and also reduces RPD's operations capabilities. The CRU assists with requests for information, receives and logs articles delivered to the Public Safety Building, provides constant observation of city cameras, and prepares reports for the police department.

Five part-time non-sworn positions would be created with this funding. These funds would be used during a 36-month period. As a result, sworn police officers currently filling these positions would be returned to policing activities and fill significant sworn personnel shortages caused by budget issues. The city expects to sustain these positions once ARRA funding ends.

Staff recommends designating up to \$500,000 in ARRA local-use funds to RPD for this purpose.

### **Illinois State Police - \$217,386**

The Illinois State Police (ISP) is requesting \$217,386 for the purpose developing an on-line reporting tool to allow Illinois law enforcement agencies statewide to submit crime statistics to the Illinois Uniform Crime Reporting (UCR) program as mandated by state and federal law. Currently, Illinois law enforcement agencies use hard-copies to report UCR data to ISP. This method has proven overwhelming for all agencies. The on-line reporting tool would allow agencies to submit timely and accurate UCR data and assist ISP in the compilation and management of UCR data.

Three full-time positions would be created with this funding. ISP would hire system developers and support personnel to effectively develop and implement a complete on-line electronic reporting system for UCR data. A lead program developer would provide technical expertise to the project. Additional personnel would consist of a developer and data entry positions. These funds will be used in a 12-month period.

Staff recommends designating up to \$217,386 in ARRA local-use fund to the ISP for this purpose.

**Recommended Designation Summary**

The following table summarizes proposed ARRA designations and the anticipated numbers of jobs affected:

<b>Recovery Act, Justice Assistance Grant (ICJIA local designations)</b>						
		NUMBER OF JOBS CREATED		NUMBER OF JOBS RETAINED		
AGENCY	MAXIMUM FUNDING AMOUNT	Full-time	Part-time	Full-time	Part-time	PERIOD OF PERFORMANCE
Cook County Sheriff's Office	\$499,800	4	2	0	0	36 months
Champaign Police Department	\$10,025	0	0.01	0	0	<12 months
Champaign Police Department	\$136,233	1	0	0	0	12 months
Chicago Police Department	\$498,663	1	0	0	0	36 months
Freeport Police Department	\$436,864	2	0	0	0	36 months
Bourbonnais Police Department w/ KaMEG	\$290,335	1	0	0	0	36 months
Bradley Police Department w/ KaMEG	\$222,048	1	0	0	0	36 months
Kankakee Police Department w/ KaMEG	\$253,953	1	0	0	0	36 months
Oak Lawn Police Department	\$374,954	2	0	0	0	36 months
Rockford Police Department	\$500,000	0	5	0	0	36 months
Illinois State Police	\$217,386	3	0	0	0	12 months
<b>TOTALS</b>	<b>\$3,222,875</b>	<b>13</b>	<b>7.01</b>	<b>0</b>	<b>0</b>	

Staff will be available at the meeting to answer any questions.

**JUSTICE ASSISTANCE GRANTS**  
**FFY05 PLAN - ATTACHMENT A - Revised 11/24/09**

**JAG Purpose Area: LAW ENFORCEMENT**

<b>Program Title: Expanding Multi-Jurisdictional Narcotic Units</b>	<b>INITIAL AMOUNT</b>	<b>AMENDED AMOUNT</b>	<b>DIFFERENCE</b>
<u>Project Title: Expanding Multi-Jurisdictional Narcotic Units</u>			
Blackhawk Area Task Force	\$69,579		
Central IL Enforcement Group	\$138,569		
Central IL Enforcement Group	\$115,801		
DuPage County MEG	\$145,625		
DuPage County MEG	\$145,625		
East Central IL Task Force	\$104,111		
Joliet MANS	\$139,644		
Joliet MANS	\$139,644		
Kankakee MEG	\$150,730		
Lake County MEG	\$271,209		
Southern IL Drug Task Force	\$201,360		
Multi-County MEG	\$71,179		
North Central Narcotic Task Force	\$137,952		
North Central Narcotic Task Force	\$134,692		
Quad-Cities MEG	\$31,895		
Quad-Cities MEG	\$31,895		
SLANT Task Force	\$119,996		
SLANT Task Force	\$116,663		
South Central Illinois Drug Task Force	\$85,064		
South Central Illinois Drug Task Force	\$85,064		
Southeastern Illinois Drug Task Force	\$134,002		
Southeastern Illinois Drug Task Force	\$134,002		
Metropolitan Enforcement Group of Southwestern Ill.	\$466,849		
Metropolitan Enforcement Group of Southwestern Ill.	\$467,598		
Southern Illinois Enforcement Group	\$142,258		
Southern Illinois Enforcement Group	\$142,125		
Zone 3 / LaSalle Task Force	\$58,634		
Zone 3 / LaSalle Task Force	\$58,634		
Vermilion County MEG	\$143,581		
Vermilion County MEG	\$143,581		
West Central IL Task Force	\$130,806		
West Central IL Task Force	\$133,306		
Zone 6 Task Force	\$63,352		
Zone 6 Task Force	\$63,900		

**JAG Purpose Area: PROSECUTION AND COURT PROGRAMS**

**Program Title: Multi-Jurisdictional Drug Prosecution Program**

<u>Project Title: Multi-Jurisdictional Drug Prosecution Program</u>			
DuPage County State's Attorney's Office	\$156,415		
DuPage County State's Attorney's Office	\$156,415		
Kane County State's Attorney's Office	\$143,967		
Kane County State's Attorney's Office	\$143,967		
Lake County State's Attorney's Office	\$204,858		
Lake County State's Attorney's Office	\$204,858		
McHenry County State's Attorney's Office	\$83,394		
McHenry County State's Attorney's Office	\$83,394		
Office of the State's Attorney's Appellate Prosecutor	\$416,994		
Office of the State's Attorney's Appellate Prosecutor	\$435,369		
St. Clair County State's Attorney's Office	\$107,709		
St. Clair County State's Attorney's Office	\$107,137		
Will County State's Attorney's Office	\$132,528		
Will County State's Attorney's Office	\$132,528		

	<b>INITIAL AMOUNT</b>	<b>AMENDED AMOUNT</b>	<b>DIFFERENCE</b>
<u>Project Title: Complex Drug Prosecutions</u>			
Cook County State's Attorney's Office	\$1,198,054		
Cook County State's Attorney's Office	\$1,159,572		
<b>Program Title: Specialized Prosecution Initiatives</b>			
<u>Project Title: DNA Unit</u>			
Cook County State's Attorney's Office	\$271,238		
<u>Project Title: Systemic Sentencing Issues Appeals Project</u>			
Office of the State's Attorney's Appellate Prosecutor	\$280,174		
<b>Program Title: Specialized Defense Initiatives</b>			
<u>Project Title: Defense Services</u>			
Office of the Macon County Public Defender	\$81,000		
Office of the Kankakee County Public Defender	\$38,000		
Office of the Will County Public Defender	\$28,000		
<u>Project Title: Systemic Sentencing Issues Appeals Project</u>			
Office of the State Appellate Defender	\$189,529		
<b>Program Title: Mental Health Court</b>			
<u>Project Title: Mental Health Court</u>			
Illinois Department of Mental Health	\$60,000		
<b>Program Title: Probation Initiatives</b>			
<u>Project Title: Innovative Probation Initiatives</u>			
Will County (24 months)	\$112,000		
Tazewell County - 10th Judicial Circuit	\$74,000		
Lee County	\$40,227		
Kane Couty	\$40,000		
<u>Project Title: Community-based Transitional Services for Female Offenders</u>			
Lake County	\$13,800		
Lake County	\$20,000		
Cook County Adult Probation	\$164,162		

**JAG Purpose Area: PREVENTION AND EDUCATION PROGRAMS**

**Program Title: Community Violence Prevention**

<u>Project Title: Crimes Against Seniors</u>			
Illinois State Police	\$106,902		
Illinois State Police	\$72,627		

**JAG Purpose Area: PLANNING, EVALUATION, AND TECHNOLOGY IMPROVEMENT**

<b>Program Title: Local Law Enforcement Officer Safety</b>	<b>INITIAL AMOUNT</b>	<b>AMENDED AMOUNT</b>	<b>DIFFERENCE</b>
<u>Project Title: Local Law Enforcement Officer Safety (RFP #1)</u>			
TBD	\$0		
Aroma Park	\$15,000		
Atkinson	\$13,500		
Benld	\$13,875		
Braidwood	\$18,600		
Broadview	\$19,309		
Carroll County	\$16,820		
Cobden	\$16,804		
Colfax	\$13,498		
Cordova	\$19,688		
Cortland	\$12,957		
Cowden	\$19,904		
Douglas County	\$19,058		
East Dubuque	\$11,660		
East Hazel Crest	\$15,746		
East Peoria	\$20,000		
Ewing	\$17,933		
Galva	\$20,000		
Junction City	\$15,457		
Kendall County	\$18,075		
Ludlow	\$14,625		
Macoupin County	\$18,073		
Marissa	\$19,757		
Marquette Heights	\$10,998		
Millstadt	\$19,950		
Moultrie County	\$18,443		
Odin	\$15,457		
Port Byron	\$0		
Ridgway	\$15,136		
Sandoval	\$19,228		
Shelby County	\$13,875		
St Peter	\$20,000		
Stockton	\$8,148		
Streamwood	\$19,875		
Versailles	\$13,875		
Washington	\$18,998		
Waterman	\$0		
Wenona	\$18,000		
Westville	\$11,209		
Woodford County	\$14,796		
Zeigler	\$20,000		
McDonough County	\$18,679		
Kirkland	\$14,009		
Crest Hill	\$20,000		
St. Anne	\$19,927		
Edgar County	\$18,000		
Leland	\$19,387		
Neoga	\$20,000		
Raleigh	\$8,938		
Milledgeville	\$18,474		
Patoka	\$19,518		
<u>Project Title: Local Law Enforcement Officer Safety (RFP #2)</u>			
<b>TBD</b>	<b>\$658,036</b>	<b>\$659,637</b>	<b>\$1,601</b>

	INITIAL AMOUNT	AMENDED AMOUNT	DIFFERENCE
<u>Project Title: Integrated Justice Initiatives</u> Illinois Integrated Justice Information System	\$30,000		
<u>Project Title: Jail Data Link</u> Illinois Department of Mental Health	\$120,000		
<u>Project Title: Crime Scene Scanner</u> Mundelein Police Department	\$0	\$66,288	\$66,288

**JAG Purpose Area: CORRECTIONS AND COMMUNITY CORRECTIONS PROGRAMS**

**Program Title: Correctional Initiatives**

<u>Project Title: Young Offender Re-entry Program</u> Illinois Department of Juvenile Justice	\$249,678		
<u>Project Title: Community-based Transitional Services for Female Offenders</u> Illinois Department of Corrections	\$629		
<u>Project Title: Surveillance Systems</u> Illinois Department of Corrections	\$135,875		
Illinois Department of Corrections	\$180,000	\$113,712	(\$66,288)

**JAG Purpose Area: PREVENTION AND EDUCATION PROGRAMS**

Illinois Coalition Against Sexual Assault	\$0		
---	-----	--	--

**UNALLOCATED FUNDS**

**Unallocated - Discretionary**

Undesignated Local	\$0		
Undesignated State	\$0		
Undesignated Interest	\$0		

**Interest Distribution**

Illinois Department of Corrections	\$136,513		
Illinois Department of Corrections	\$11,516		
Illinois Coalition Against Sexual Assault	\$162		
LLEOS RFP original	\$89,951		
<i>LLEOS RFP (New Interest)</i>	<i>\$10,384</i>		
Cook County Adult Probation	\$3,940		
Total	\$252,466		

**Unallocated - Formula Allocations**

Undesignated Local Formula Funds	\$0		
----------------------------------	-----	--	--

**ADMINISTRATIVE FUNDS**

**Administration**

Administration Funds	\$1,217,530		
<b>TOTAL</b>	<b>\$14,574,750</b>	<b>\$14,576,351</b>	

**JUSTICE ASSISTANCE GRANTS  
ARRA09 PLAN  
ATTACHMENT A - *Revised 11/24/09***

**JAG Purpose Area: LAW ENFORCEMENT**

<b>Program Title:</b>	<b>INITIAL AMOUNT</b>	<b>AMENDED AMOUNT</b>	<b>DIFFERENCE</b>
<b>Expanding Multi-Jurisdictional Narcotic Units</b>			
<u>Project Title: Expanding Multi-Jurisdictional Narcotic Units</u> TBD	\$4,400,000		
<b>Local Law Enforcement Officer Safety</b>			
<u>Project Title: Local Law Enforcement Officer Safety</u> TBD	\$2,500,000		
<b>Programs and Services</b>			
<u>Project Title: Programs and Services</u> TBD	\$2,280,000		
<b>Law Enforcement Reserve</b>			
<u>Project Title: Law Enforcement Reserve</u> TBD	\$2,900,000		
<b>Law Enforcement</b>			
<u>Project Title: Law Enforcement</u>			
Cook County Sheriff's Office	\$0	\$499,800	\$499,800
Freeport Police Department	\$0	\$436,864	\$436,864
Bourbonnais Police Department (KaMEG)	\$0	\$290,335	\$290,335
Bradley Police Department (KaMEG)	\$0	\$222,048	\$222,048
Kankakee Police Department (KaMEG)	\$0	\$253,953	\$253,953
Oak Lawn Police Department	\$0	\$374,954	\$374,954
Rockford Police Department	\$0	\$500,000	\$500,000
<u>Project Title: Intelligence Led Policing</u>			
Champaign Police Department	\$0	\$136,233	\$136,233

**JAG Purpose Area: PROSECUTION AND COURT PROGRAMS**

<b>Parole Initiatives</b>			
<u>Project Title: Day Reporting Program</u>			
Illinois Department of Corrections	\$3,800,000		
<u>Project Title: Juvenile Transition Center - St. Clair County</u>			
Illinois Department of Corrections	\$350,000		
<u>Project Title: Illinois Youth Center - St. Charles</u>			
Illinois Department of Juvenile Justice	\$216,100		
<u>Project Title: Parole Officer Fleet Upgrade</u>			
Illinois Department of Corrections	\$1,200,000		

<b>Program Title: Probation Initiatives</b>	<b>INITIAL AMOUNT</b>	<b>AMENDED AMOUNT</b>	<b>DIFFERENCE</b>
<u>Project Title: Redeploy Illinois</u> Illinois Department of Human Services			
	\$800,000		
<b>JAG Purpose Area: PREVENTION AND EDUCATION PROGRAMS</b>			
<b>Program Title: Comprehensive Community-Based Youth Services</b>			
<u>Project Title: Comprehensive Community-Based Youth Services</u> Illinois Department of Human Services			
	\$1,275,700		
<b>Program Title: Safety Net Works</b>			
<u>Project Title: Safety Net Works</u> Illinois Department of Human Services			
	\$1,000,000		
<b>Program Title: Community Services</b>			
<u>Project Title: Community Youth Services</u> Illinois Department of Human Services			
	\$685,000		
<b>Program Title: Rape Crisis and Rape Prevention</b>			
<u>Project Title: Rape Crisis and Rape Prevention</u> Illinois Department of Human Services (ICASA)			
	\$581,000		
<b>Program Title: Juvenile Justice Reform</b>			
<u>Project Title: Communities for Youth</u> Illinois Department of Human Services			
	\$294,200		
<b>Program Title: Unified Delinquency Intervention Services</b>			
<u>Project Title: Unified Delinquency Intervention Services</u> Illinois Department of Human Services			
	\$240,300		
<b>Program Title: Delinquency Prevention</b>			
<u>Project Title: Delinquency Prevention</u> Illinois Department of Human Services			
	\$123,100		
<b>Program Title: Juvenile Intervention</b>			
<u>Project Title: Juvenile Intervention Special Project</u> Illinois Department of Human Services			
	\$0		
<b>Program Title: Community Violence Prevention</b>			
<u>Project Title: CeaseFire</u> Illinois Violence Prevention Authority			
	\$500,000		

**Program Title: Training**

<u>Project Title: Problem Oriented Police</u> Champaign Police Department	\$0	\$10,025	\$10,025
--	-----	----------	----------

**Program Title: Community Relations**

<u>Project Title: Break the Code of Silence / Marketing</u> Chicago Police Department	\$0	\$498,663	\$498,663
--	-----	-----------	-----------

**JAG Purpose Area: PLANNING, EVALUATION, AND TECHNOLOGY IMPROVEMENT**

**Program Title: I-CASE Interface**

<u>Project Title: I-CASE Interface</u> TBD		\$1,260,000	
---	--	-------------	--

**Program Title: Starcomm Radios**

<u>Project Title: Starcomm Radios</u> TBD		\$1,260,000	
--	--	-------------	--

**Program Title: Integrated Justice Projects**

<u>Project Title: Integrated Justice Projcets</u> TBD		\$1,260,000	
--	--	-------------	--

**Program Title: Criminal Justice Planning**

<u>Project Title: 2010 Criminal Justice Assembly</u> Illinois Criminal Justice Information Authority		\$125,000	
---	--	-----------	--

**Program Title: Unifor Crime Reporting**

<u>Project Title: On-line Reporting</u> Illinois State Police	\$0	\$217,386	\$217,386
--	-----	-----------	-----------

**JAG Purpose Area: CORRECTIONS AND COMMUNITY CORRECTIONS PROGRAMS**

**Program Title: Correctional Initiatives**

<u>Project Title: Aftercare (Cook County Region)</u> Illinois Department of Juvenile Justice		\$4,433,900	
---	--	-------------	--

**UNALLOCATED FUNDS**

<b>Unallocated - Discretionary</b>	<b>INITIAL AMOUNT</b>	<b>AMENDED AMOUNT</b>	<b>DIFFERENCE</b>
Undesignated Local	\$14,229,559	\$11,006,684	(\$3,222,875)
Undesignated State	\$217,386	\$0	(\$217,386)
<i>Undesignated Interest (as of 11/24/09)</i>	<i>\$48,232</i>	<i>\$162,963</i>	<i>\$114,731</i>

**ADMINISTRATIVE FUNDS**

<b>Administration</b>			
Administration Funds	\$4,266,836		
<b><i>TOTAL</i></b>	<b><i>\$50,246,313</i></b>	<b><i>\$50,361,044</i></b>	<b><i>\$114,731</i></b>

## MINUTES

**REGULAR MEETING  
ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY  
October 9, 2009 at 9:15 a.m.  
160 North LaSalle Street  
Chicago, Illinois**

### **Call to Order and Roll Call**

Chairman Sheldon Sorosky welcomed Board Members and guests to the fall meeting of the Illinois Criminal Justice Information Authority. He apologized for the last attempted meeting which failed because of lack of a quorum and said that hopefully that situation will not happen again. He then convened the meeting and asked Acting General Counsel Steven Bernstein to call the roll.

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

State's Attorney Anita Alvarez  
Clerk Dorothy Brown  
Director Patrick Delfino  
Director Bradley Demuzio  
Ms. Barbara Engel  
Ms. Cynthia Hora  
Clerk Becky Jansen  
Director Kevin McClain  
Director Jonathon Monken  
State's Attorney William Mudge  
Mr. Eugene E. Murphy, Jr.  
Director Michael J. Pelletier  
Director Michael Randle  
Ms. Mariyana Spyropoulos  
Mr. John Z. Toscas  
Superintendent Jody Weis

### **Approval of Minutes of June 5, 2009 Regular Meeting**

With a quorum in place, Chairman Sorosky asked for a motion to adopt the minutes of the last Authority Meeting.

{Mr. John Z. Toscas moved that the minutes of the June 5, 2009 Authority Meeting be adopted. Ms. Cynthia Hora seconded the motion and it was adopted by unanimous voice vote.}

### **Chairman's Remarks**

Chairman Sorosky stated that there were two resolutions of commendation he was asking the Board to adopt: one was for former Board Member Thomas Jurkanin, retired Director of the Illinois Law Enforcement Training and Standard Board; the other, for the Authority's Chief Financial Officer Ted Miller who passed away on September 15, 2009. He said that he would not read them but asked that the resolutions be made part of the record, and called for a motion to adopt them.

{Mr. Eugene E. Murphy, Jr., moved that the resolutions be adopted. Director Jonathon Monken seconded the motion, which was adopted by unanimous voice vote.}

Chairman Sorosky then announced that the Authority has a new Acting Executive Director, Jack Cutrone, and said that the Board would like to congratulate him on his appointment. He then invited Mr. Cutrone to make opening remarks.

### **Acting Executive Director's Remarks**

After thanking Chairman Sorosky, Mr. Cutrone said that he was truly honored by the opportunity the Governor gave him in that regard.

He said that as he considered what he hoped his new role with the Board and the Authority would be, he envisioned it as advancing the function of the Authority to bring together all of the components of the criminal justice system, and to promote a collaboration of efforts of both people and agencies working together. Therefore he said he sees the Authority as meeting the need to work together to deal with those common problems and to engage in planning that will take into account the criminal justice system as a whole. He said that some of the initiatives that he would like to see the Authority undertake will reflect those goals.

Mr. Cutrone went on to say that he viewed the Authority primarily as a service agency for its clients, which may be grantees or may be state agencies, and also as a resource for policymakers and legislators.

He mentioned that toward that end, staff are in the initial formulating stages for conducting a two-day major criminal justice planning forum next fall. He said that the hope was to invite all the components of the criminal justice system, not only state agencies but practitioner associations, not-for-profits that deal with criminal justice matters, and bring all the entities together to promote the spirit of their working together and of acknowledging each other's needs. Mr. Cutrone went on to say that one of the things that he has seen is that there also is not necessarily a connection between what actual practices are and what research has shown to be the best possible practices or proven practices that have been shown to be effective.

He additionally stated that one of the especially important themes of the forum is how to go about making the criminal justice system as effective as possible in times of

diminishing resources. He pointed out that even with funding as a result of the Recovery Act enabling allocations and major funding streams to remain steady for this year, he has been told that with the State's budget problems and the country facing a major depression, the administration or federal government will be going into deficit reduction mode either next year or the year beyond. He said he thinks this situation translates into a reduction of resources and therefore, he felt it was important to use the best practices to make the best use of funding to get the most out of it.

He explained in that regard that part of the forum will be an overall session discussing the criminal justice system as a whole, followed by break-out sessions where various components of the system can meet. In addition, he said that the Authority hopes to do a very brief survey among the various components and stakeholders in the criminal justice system to ascertain what their most pressing needs are and those will be addressed at the forum. Further, he said he hoped that national speakers would be brought in to talk about the best practices that have been shown to be effective in other areas of the country. He added that he also hoped some working groups will grow out of the forum so that work on the problems raised can continue and that within some months after the forum a number of reports and suggestions for policymakers and practitioners can be produced.

Mr. Cutrone then discussed efforts he has undertaken to reach out to some of the components of the system since first being asked to be Acting Executive Director, including visiting some of the state agencies and Directors present at the meeting. He also mentioned his reaching out to some of the practitioners, and associations, such as the Illinois Law Enforcement Alarm System, the Illinois Chiefs of Police Association, the Illinois Sheriffs' Association, the Treatment Alternatives for Safe Communities program, and the John Howard Association and he said he intended to continue those efforts.

Next he reported that he was going to Springfield the following week during the veto session to meet with legislators who are members of criminal justice-related committees to offer the Authority as an information resource on best practices for research to address certain issues. Mr. Cutrone recounted how the Authority once considered major criminal justice legislation to do research and compile research papers, which were supplied to the Governor's Office and the other policymakers. He suggested that the Authority's Legislation and Regulations Committee again consider such bills and make recommendations from the Authority as to whether or not those pieces of legislation should pass or whether they perhaps should be modified.

He continued to say that he considered these areas as very exciting opportunities and that he hoped the members of the Authority's Board shared that excitement. However, he added that this pursuit is a matter of no small effort and that he hoped that the enthusiasm and interest of the Board and members of the various committees can be engaged.

Mr. Cutrone moved on to discuss some of the Authority's ARRA funding and efforts to administer it. He thanked and complimented the Authority staff who he said produced super human efforts in meeting the scrutiny being experienced from the Governor's

Office, the Federal Government, the Illinois Office of Internal Audit and the difficulties in trying to plan where the guidance that the Authority is receiving from the Federal Government might change on a daily basis. He then reported that the Authority has begun the process of hiring the additional staff to help administer the ARRA funding, pointing out that the first two new hires were with the General Counsel's Office and present, Robert Ruiz and Junaid Afeef. He added that there would be more hires shortly.

Next he said that the Authority was in the process of negotiating and finalizing the grant agreements and designations acted upon by the Authority and its Budget Committee in June for the statewide discretionary funding, as well as finalizing the agreements with the coalitions under the VOCA funding. With respect to VAWA funds, he mentioned that two RFPs were released with one for training, for which eight applications were received and was closed; and the other for personnel that would close later in the month.

He then reported on the results of RFPs that had been released with respect to the JAG local pass-through, variable pass-through money, stating that the Board allocated certain amounts of money to various purpose areas. He explained that one of those was about \$7.7 million to law enforcement for which grant applications for law enforcement equipment were received and being processed. He stated that there was about \$5.2 million left, and that 22 separate applications were received totaling \$9.8 million in requests.

Next he pointed out that the Board allocated \$7.7 million to the prosecution and courts area; and that 10 applications totaling about \$3.8 million in funding were received, resulting in an excess of what was designated. Mr. Cutrone said that issue would be addressed at the Budget Committee portion of the meeting as to recommending and making some adjustments.

He moved on to the Board allocation of \$2.1 million to community corrections and corrections, stating that five applications were received, totaling \$1.9 million, so it did not meet the amount allocated. For prevention and education, he reported that 10 applications for nearly \$4.1 million in programs were received out of the designated amount of \$2.1 million. Finally, with respect to drug treatment, he said that the Board allocated \$2.1 million and received only one application in the approximate amount of \$450,000. The final local RFP to be released that he discussed was for planning, evaluation and technical improvements, part of which was designated to allow locals to comply with the ISP's I-Case, police information system. He explained that some was for Starcom radios and some was allocated to integrated justice information efforts.

In concluding, Mr. Cutrone said that he promised he would not take as much time at future meetings but had a great deal to cover at this meeting and thanked Board Members for their attention.

Chairman Sorosky thanked Mr. Cutrone, after which he appointed every Board Member of the Authority as a member of the Budget Committee as a whole and called upon

Budget Committee Chairman Eugene E. Murphy, Jr., to conduct a Budget Committee Meeting.

### **Budget Committee Meeting**

Budget Committee Chairman Murphy said that Budget Committee meetings have been more frequent and more productive than at any time in the past. He said that those who have been requesting funding have also become more responsible; the paperwork that staff receives from grantees and potential grantees is far better, far more detailed and far more accurate than it's ever been. Overall, people are becoming more accountable for their actions, both inside and outside the Authority.

### **Acting Executive Director's Remarks**

Mr. Cutrone reported that the items up for consideration include some adjustments. He said that the Illinois Department of Human Services (IDHS) had decided not to fund one of the programs that had been previously designated funds by the Budget Committee. He added that these funds and some additional funds would be requested to be reallocated to Redeploy Illinois for Juveniles, which has proven to be a very successful program in keeping kids out of the Illinois Department of Juvenile Justice (IDJJ) and allowing them opportunities to put themselves back on a positive track.

Mr. Cutrone stated that another adjustment sought by staff would be an increase to an existing designation to the Illinois Department of Corrections (IDOC). He added that there was a question as to whether or not one of the IDOC's requests, which was to fund parole officer vehicles, would be approved by the Department of Justice (DOJ). Staff has received such approval. He said that the importance of that is that the fleet of parole officer cars was averaging somewhere around 200,000 miles and they were breaking down, which is causing parole officers to miss hearings and court appearances. He said that this shows a genuine need, as these break-downs have a ripple effect on personnel costs.

Mr. Cutrone stated that additional adjustments would be requested due to a three-month extension having been granted for JAG FFY05 funds. He indicated that this would allow for the expenditure of more lapsed funds for equipment purchases.

### **Justice Assistance Grants (JAG) American Recovery and Reinvestment Act (ARRA)**

#### **Designation Reductions**

Program Supervisor Mike Carter said that the IDHS was designated \$58,800 at the June 5, 2009 Authority Regular Meeting (Budget Agenda) for a juvenile intervention special project. The IDHS has since eliminated that program. Consequently, staff recommends that this \$58,800 designation be rescinded and that the funds be made available for future

programming. He said that staff recommended combining those funds with \$741,200 unallocated ARRA state-use funds for a new \$800,000 designation to the Redeploy Illinois Oversight Board. He said that the Redeploy Illinois Oversight Board provides counties with funding for probation departments to assess programs that include education, recreation, community services, and crisis and help intervention.

Mr. Carter reported that in line with the proposed 2010 Criminal Justice Planning Forum outlined earlier by Mr. Cutrone, staff recommends designating \$125,000 in JAG ARRA09 funds to cover the costs of this event.

Mr. Carter said that staff recommended adding an additional \$1 million to the \$2.8 million designated to the IDOC's Day Reporting Program at the June 5, 2009 Authority Regular Meeting (Budget Agenda). He said that IDOC expects an expansion of the program and would require the ability to hire more staff with these additional funds.

Mr. Carter said that staff recommended designating \$1.2 million dollars to IDOC for the purpose of purchasing 65 to 80 vehicles to replace its aging parole officer fleet.

Mr. Carter next reported that staff recommended designating \$4.4 million to the Illinois Department of Juvenile Justice (IDJJ) for the purpose of implementing its aftercare system in the Cook County region. These funds would be used to hire 35 aftercare staff who will work to create a community-based treatment model that provides the most appropriate realm of services for juveniles as they leave the institutional setting.

{Mr. Mudge moved to approve the JAG ARRA09 plan adjustments. Chairman Sorosky seconded the motion, with Ms. Engel requesting further discussion.}

Ms. Engel said that she understood that the priority of the JAG funds was really for hiring to make sure that jobs are kept and she stated that she understood that the federal government has approved the expenditure of \$2.1 million for vehicles for parole officers, but she said that given the overall scheme of the intent of the Recovery Act, expending these funds for this purpose might not be putting those funds to their best use.

Mr. Cutrone said that perhaps Director Randle would best be able to address this issue.

Ms. Engel said that the purchase of vehicles would create jobs in other sectors, but she said that there should be a discussion about what kinds of programs would not be funded if \$1.2 million was spent on vehicles. She said that she was more interested in an explanation than she was in voicing disagreement.

Authority Chairman Sorosky said that in all his years in this Chairmanship, every proposal has been a good proposal, but sometimes it just comes down to individual value judgments and personal choices as to where a group feels money should be spent. There is no wrong proposal.

Director Randle said that as IDOC staff make decisions related to these funds, the most pressing needs at that particular juncture are considered. Staff also considers long-term sustainability because staff doesn't know how often these funds will be available or in what amounts. It is with those considerations that such parameters are used for these funding decisions. He said that ultimately, IDOC has a responsibility to provide the best equipment possible for its staff who are tasked with assignments such as those of a parole officer. Given these considerations, rather than looking toward hiring additional staff that perhaps would be unsustainable over time, IDOC staff looked at vehicles because, essentially, there was no other funding stream to cover this pressing need. He said that much forethought went into the request for funds for vehicles and in the end, IDOC staff believes that this was the best opportunity for replenishing the parole officer fleet.

Acting Director Cutrone said that he believed that a side-effect of the frequent mechanical issues in the parole officers' fleet is that it increases the amount of overtime that IDOC has to pay and those funds must come from other parts of IDOC's budget. He said that a reduction in overtime might result in a reduction in the number of people who might otherwise be laid off by IDOC, so in that respect this proposal would have an impact on job retention, however indirectly.

Director Randle added that because these funds were available for vehicle purchases, IDOC staff did not have to look further in terms of impacting the number of staff IDOC would be able to maintain in its parole department.

Chairman Sorosky added that for the first time the Authority has had the additional proviso of attempting to do things to stimulate the economy as well as promote criminal justice. He said that the act of buying vehicles would stimulate the economy perhaps as much, if not more than, anything else compared to other spending options.

Clerk Brown said that her office had been in a position similar to the one in which IDOC now finds itself and she said that she sympathized with the IDOC's stated need for a fleet upgrade. She said the last line in the memo speaks to the seriousness of this issue even for those who are currently employed. She quoted from the memo: *"The current fleet has very frequent mechanical breakdowns resulting in security issues in parolee/prisoner transport and also resulting in missed hearing and court dates."*

She indicated that this is a serious situation. Given that the newest car is seven years old, there is a serious need in order for this department to be able to perform effectively, adding that these cars should probably not have been in service as long as they have been. Constant repairs on these vehicles raise other budget issues and purchasing new ones might be more cost-effective. She said that from a cost/benefit standpoint, it makes more sense to replace these vehicles now. She said that doing so would be wise given both economic considerations and security-related issues. She said that it would be nice to put funds toward personnel, but if the officers cannot get around reliably, then real problems persist, adding that the replacement of these vehicles is probably long overdue.

Ms. Hora said that she did not want to dispute IDOC's need to replace its parole officers' vehicles, but she was concerned with how the funds in general were being distributed.

Mr. Carter said that this \$1.2 million would come out of the \$5 million already designated to IDOC and is not in addition to what has already been designated.

Chairman Murphy said that these are not new funds; they have already been designated and, therefore, they have no effect on other programs or designations.

{The motion passed by unanimous voice vote.}

### **Additional Recommendation**

Mr. Cutrone said that he had indicated that out of the roughly \$7.7 million that had been designated by the Board for prosecution and court-related purposes, the Authority received about 10 grant requests. The requested amounts were less than the total that had actually been allocated by the Board. The Board had indicated in prior discussions a preference that programs funded should not exceed \$500,000. Some of the proposals that came in, which staff believes might very well be worthwhile, requested something more than \$500,000.

Mr. Cutrone said that insofar as there is an excess of roughly \$4 million just among the requests that the Authority currently has, he would ask the Board to consider a recommendation that staff be allowed to fund programs that were necessary and worth in excess of the \$500,000 cap.

An unidentified representative of the Cook County Sheriff's Office said that the Sheriff's Office's understanding when it contacted the Authority to pursue funding opportunities was that there was a \$500,000 maximum for which a potential grantee could apply.

Mr. Cutrone said that the issue at hand is the one area where the Authority received requests for far less than the amount that had been allocated under that purpose area, which was in the prosecution and courts allocation.

{Ms. Hora moved to approve the recommendation as described by Mr. Cutrone. Chairman Murphy seconded the motion.}

In the discussion that followed, Ms. Hora said that she had a concern for those who actually follow directions. She said that if the grant application says that there is a maximum of \$500,000 available and those who follow directions are going to be limited to that, then it presents an unfair opportunity for an entity that did not follow directions.

Mr. Cutrone said that staff had checked into this issue and there were a couple of requests from the Circuit Court and staff did contact the Circuit Court and staff may invite the Circuit Court to make an adjustment if it so desires. These were the only situations where

staff ran into requests that were limited by the \$500,000 cap. There would still be several million dollars within that pot available for other uses.

Ms. Engel asked if there was a plan for the use of such a significant chunk of money. She said that she imagined that there are folks who applied who wouldn't mind seeing an increase in their designations. She said that since it is substantial, it seems that letting the arena know that they can apply for those excess funds would be beneficial. She stated that the Authority does not want to be in a position where it really is not geared up properly. She said that some entities are worried about adding personnel because there is no assurance that those additions would continue to be funded in succeeding years; in that way it did seem wise to spend money on something that will carry over and be useful for other years without incurring personnel costs. She suggested notifying the community again that additional funds are now available.

Mr. Murphy said that this is not excess money; it is money that has been available and will continue to be available and it should be treated as available money instead of excess money. Ms. Engel said that she did not intend to suggest that the money was excess.

Mr. Cutrone said that the Authority only received a limited number of proposals in this purpose area. He said that he had been in contact with the Governor's Office and the Governor had requested that some of the excess ARRA funds be used to fund Redeploy Illinois for adults which was part of the Crime Reduction Act that was just passed. This would be presented at a future Budget Committee meeting. He said that those funds, pending Board and Budget Committee approval, would go toward creating jobs and programs that are just the types of considerations to which were being referred.

Ms. Engel said that her understanding was that the Authority set the parameters for the availability of funds in each purpose area and those parameters were not mandated by the federal or any other government. She said that perhaps the Board had misjudged and maybe there are areas that have need and perhaps the Board should look at shifting resources; obviously the Board is about to do that with regard to Redeploy Illinois. She cited the Violence Against Women Act (VAWA) as an example; staff found that over time VAWA money was not being spent at the same rates under the different categories – specifically, in that case, law enforcement was not spending nearly as much as other categories such as prosecution or victim services.

So, staff began to allocate a somewhat more to services and a bit less to law enforcement. She said that given that example, perhaps there just is not very much energy in one area. She said that in recent weeks juvenile crime has emerged as a major issue and the Board might want to detail more money from prosecution or wherever toward such an issue.

Acting Director Cutrone suggested that with respect to the requests at hand, staff should move ahead because, as had been suggested, there are going to be monies available and/or left over.

{All Authority Board Members present voted to approve the motion with the exception of Ms. Hora, who voted against it. The motion was thus passed.}

Mr. Murphy then asked if there were any old or new business. With no response, he asked for a motion to adjourn the Budget Portion of the Regular Board Meeting.

{State's Attorney Alvarez moved to adjourn. State's Attorney Mudge seconded the motion, which was approved by unanimous voice vote.}

### **Fiscal Report by Ron Litwin, Acting Chief Fiscal Officer**

Chairman Sorosky thanked Mr. Murphy and called upon Ron Litwin to present the fiscal report, with Mr. Cutrone explaining that Mr. Litwin graciously agreed to step forward after the tragic and untimely death of Chief Fiscal Officer Ted Miller. He said that once more, Mr. Litwin agreed to act in that capacity until a Chief Fiscal Officer could be located. He continued to say that he wanted to point out that in terms of hard-working staff members, Mr. Litwin was actually fulfilling three separate jobs at the Authority and, again, with superhuman efforts for which he ought to be recognized.

Ron Litwin thanked Chairman Sorosky and Mr. Cutrone. He said he would be commenting on the fiscal results and specifically variances to budget for agency operations and awards and grant activities for FY09 through July 30, 2009. He directed attention to Exhibit 1 representing a comparison of the fiscal year to date expenditures and obligations to the total year budget for the General Revenue Fund.

He said that total expenditures and obligations for the period were at an 85 percent level primarily due to favorable variances in Personal Services, Contractual and EDP line items. Further, he explained that the Contractual expenses were lower due to budgeted moving expenses not being spent. Moreover, he said the EDP line was favorable due to less equipment needed for new hires and moving expenses.

Mr. Litwin then directed attention to Exhibit 2, stating that the expenditures in the Federal Criminal Justice Trust Fund are lower than budget primarily due to lower funding levels of federal grants, the closeout of the Violent Offender Incarceration and Truth in Sentencing Grant in September 09, and no assessment for Shared Services. Next, Mr. Litwin moved on to the General Revenue Matching Funds and said they were at a higher level than the federal expenditures due to the timing differences for making up the shortfall from the fiscal 2008 budget.

Turning to the Criminal Justice Information Projects Fund, he explained that it represents funds from nonfederal governmental agencies, private sources, and not-for-profit organizations based on grants that are sought or awarded by such institutions, with minor funding realized during this period. Lastly, he pointed out that the favorable variances for the Juvenile Accountability Incentive Block Grant is due to a lower level of federal grant funding coupled with no assessment for the Shared Services that were received.

In conclusion, he thanked the Board and asked for questions. In response, Chairman Sorosky inquired as to the Authority's general financial status. Mr. Litwin replied that he would compare the financial status of the Authority to the dire financial straits of the State of Illinois, and said that if it were not for its federal funding, the Authority would also be in dire straits. At that point, Mr. Cutrone added that the Authority is in a healthy financial situation, managing to avoid layoffs which have confronted some of the other state agencies. He said that he hoped that the Authority would be able to continue along those lines.

Chairman Sorosky thanked Mr. Litwin and asked for any other questions. Hearing none, he turned to Lieutenant Brad Carnduff of the Illinois State Police to make a presentation on state terrorism intelligence.

**Presentation on the State Terrorist Intelligence Center by Lieutenant Brad Carnduff of the Illinois State Police**

Lieutenant Carnduff thanked the Board and said that it was a privilege not only to represent the Illinois State Police but Director Monken as well. He then made his presentation on the State Terrorist Intelligence Center. At the conclusion, Chairman Sorosky thanked him and asked if there were any old or new business.

At that point, Jim Hickey of the Chicago Police Department stated in response to the request for ideas for the website by Mr. Cutrone that on January 1, 2010, 17 year olds charged with misdemeanors will be treated as juveniles and suggested that clarifications and ramifications of that change should be put on the ICJIA website. Mr. Cutrone thanked Jim Hickey. He said he agreed and that relevant information will be posted.

Chairman Sorosky then called on Cynthia Hora. She reported on a development concerning the Automated Victim Notification System, the creation and implementation of which was funded by the Authority about 10 years ago. She explained that it provides phone and e-mail notifications to victims and other interested parties pertaining to changes in custodial status of offenders and court information.

Ms. Hora noted that the Attorney General's Office recently received a federal statewide grant to enhance the system and she wanted to let everyone know that over the next two years efforts will be undertaken to bring on-line all 102 counties to provide information and notification regarding sex offenders in areas such as changes of address, whether they become noncompliant, and related issues.

Clerk Dorothy Brown then stated that as a Board Member and Committee Member, she observed Mr. Miller's involvement and his dedication to the Authority over the years, and wanted to say that her sympathies go to his family, that he will be missed, and that his expertise was invaluable to the Authority. She added that she wanted to go on record with that statement and to say that the Board appreciated all that Ted did for the Authority.

Chairman Sorosky thanked Clerk Brown and announced that the next Regular Authority Board Meeting will be Friday, December 4, 2009.

The commendations which are being made part of the record are as follows:

**Resolution of Commendation for Retired Board Member Thomas J. Jurkanin**

**WHEREAS**, Thomas J. Jurkanin served on the Authority Board from January 1, 2000 until April 31, 2009 as Director of the Illinois Law Enforcement Training and Standards Board; and

**WHEREAS**, Director Jurkanin provided his much valued input and assistance to the Illinois Criminal Justice Information Authority in its efforts to improve the administration of criminal justice in Illinois; and

**WHEREAS**, Director Jurkanin's commitment and dedication to advancing public safety and improving the quality of criminal justice information, research, and grant programs in Illinois have been significant; and

**WHEREAS**, Director Jurkanin has made many contributions toward assisting this Authority to fulfill its mission; and

**WHEREAS**, Director Jurkanin has earned the respect of the criminal justice community, the Authority, and its staff:

**THEREFORE, BE IT RESOLVED** that **THOMAS J. JURKANIN** is hereby commended and cited for his outstanding service to this Authority.

**BE IT FURTHER RESOLVED** that the grateful appreciation and best wishes of this Authority and the people of the State of Illinois be conveyed to Thomas J. Jurkanin, and that a formal copy of this Resolution of Commendation and appropriate commemoration be presented to him in honor of his dedicated service and achievement.

This **RESOLUTION OF COMMENDATION** is hereby **ADOPTED** and **UNANIMOUSLY PROCLAIMED** in open meeting by this Authority on the 9<sup>th</sup> day of October 2009.

**Resolution of Commendation for the late Authority Chief Fiscal Officer Ted Miller**

**WHEREAS**, Ted Miller served as Chief Fiscal Officer of the Illinois Criminal Justice Information Authority on two occasions: October 2003 to August 2006, returning in October 2008; and

**WHEREAS**, Ted Miller provided his much valued input and assistance to the Illinois Criminal Justice Information Authority, overseeing its annual budget, and the processing,

recording and reporting of all financial transactions for the Authority's five funds in its efforts to improve the administration of criminal justice in Illinois; and

**WHEREAS**, Ted Miller's commitment and dedication to his responsibilities at this Authority helped significantly to advance public safety and improve the quality of criminal justice information, research, and grant programs in Illinois; and

**WHEREAS**, Ted Miller has made many contributions toward assisting this Authority to fulfill its mission; and

**WHEREAS**, Ted Miller has earned the respect of this Authority, and its staff:

**THEREFORE, BE IT RESOLVED** that **TED MILLER** is hereby commended and cited in memoriam for his outstanding service to this Authority.

**BE IT FURTHER RESOLVED** that the appreciation of Ted Miller's contributions and friendship by this Authority, its Board and staff, along with their sympathy on his passing away September 15, 2009, be conveyed to his family with a formal copy of this Resolution of Commendation in Memoriam, honoring his dedication and achievement.

This **RESOLUTION OF COMMENDATION IN MEMORIAM** is hereby **ADOPTED** and **UNANIMOUSLY PROCLAIMED** in open meeting by this Authority on the 9<sup>th</sup> day of October 2009.

### **Adjournment**

Chairman Sorosky called for a motion to adjourn.

{State's Attorney William Mudge's motion to adjourn was seconded by Director Jonathon Monken and adopted by unanimous voice vote.}









**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

---

---

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

# Memorandum

**To:** Authority Members  
**From:** Ronald Litwin, Acting Chief Fiscal Officer  
**Date:** December 4, 2009  
**Re:** Authority Fiscal Reports

---

Attached are the FY 2010 fiscal reports covering the period:  
July 1, 2009 through October 31, 2009.

## **Exhibit #1 – Operations**

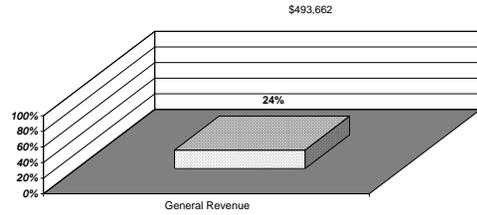
As shown on Exhibit 1, the Authority has expended or obligated 24% of our General Revenue operations.

## **Exhibit #2 – Awards and Grants**

As shown on Exhibit 2, the Authority has expended or obligated 29% of our General Revenue Matching/Other funds appropriation and 17% 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 2010 Expenditures/Obligations**  
 July 1, 2009 - October 31, 2009

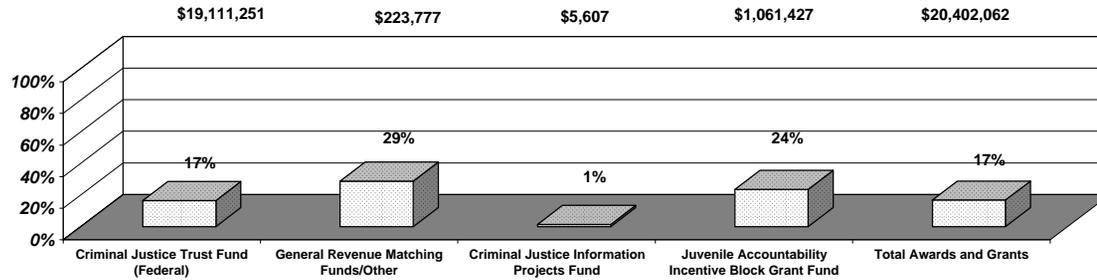


	General Revenue			
	Budget/ (1) Appropriation	Reserve	Expenditures/ Obligations	Balance (2)
Personal Services	\$1,450,000	\$104,875	\$320,874	\$1,024,251
Retirement	\$0	\$0	\$0	\$0
FICA	\$110,900	\$5,800	\$23,498	\$81,602
Contractual	\$350,075	\$0	\$109,369	\$240,706
Travel	\$11,000	\$0	\$1,330	\$9,670
Commodities	\$12,000	\$0	\$3,056	\$8,944
Printing	\$16,000	\$0	\$1,321	\$14,679
Equipment	\$5,900	\$0	\$106	\$5,794
EDP	\$165,000	\$0	\$7,187	\$157,813
Telecommunications	\$50,000	\$0	\$24,802	\$25,198
Operation of Auto	\$17,000	\$0	\$2,119	\$14,881
<b>Total</b>	<b>\$2,187,875</b>	<b>\$110,675</b>	<b>\$493,662</b>	<b>\$1,583,538</b>
% of Appropriation (less Reserve):		24%	76%	

(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 2010 Expenditures/Obligations**  
 July 1, 2009 - October 31, 2009



	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	\$10,300,000	\$1,123,816	\$9,176,184	\$650,000	\$0	\$223,777	\$426,223			
State Agencies	\$36,000,000	\$4,800,289	\$31,199,711							
Locals/Non-Profit Orgs.	\$67,400,000	\$13,162,998	\$54,237,002							
Misc. Awards/Grants	\$1,700,000	\$24,148	\$1,675,852	\$0	\$0	\$0	\$0	\$400,000	\$5,607	\$394,393
Study Capital Punishment				\$125,000	\$0	\$0	\$125,000			
<b>Total</b>	<b>\$115,400,000</b>	<b>\$19,111,251</b>	<b>\$96,288,749</b>	<b>\$775,000</b>	<b>\$0</b>	<b>\$223,777</b>	<b>\$551,223</b>	<b>\$400,000</b>	<b>\$5,607</b>	<b>\$394,393</b>
% of Appropriation (less Reserve):		17%	83%			29%	71%		1%	99%
	<b>Juvenile Accountability Incentive Block Grant Fund</b>			<b>Total</b>						
	Budget/ (1) Appropriation	Expenditures/ Obligations	Balance (2)	Budget/ (1) Appropriation	Reserve	Expenditures/ Obligations	Balance (2)			
Federal Assistance Support				\$10,950,000	\$0	\$1,347,593	\$9,602,407			
State Agencies				\$36,000,000	\$0	\$4,800,289	\$31,199,711			
Locals/Non-Profit Orgs.				\$67,400,000	\$0	\$13,162,998	\$54,237,002			
Misc. Awards/Grants				\$2,100,000	\$0	\$29,755	\$2,070,245			
Study Capital Punishment				\$125,000	\$0	\$0	\$125,000			
Juvenile Accountability Block Grant	\$4,500,000	\$1,061,427	\$3,438,573	\$4,500,000	\$0	\$1,061,427	\$3,438,573			
<b>Total</b>	<b>\$4,500,000</b>	<b>\$1,061,427</b>	<b>\$3,438,573</b>	<b>\$121,075,000</b>	<b>\$0</b>	<b>\$20,402,062</b>	<b>\$100,672,939</b>			
% of Appropriation (less Reserve):		24%	76%			17%	83%			

(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	24%
-----------------	-----

Criminal Justice Trust Fund (Federal)	17%
General Revenue Matching Funds/Other	29%
Criminal Justice Information Projects Fund	1%
Juvenile Accountability Incentive Block Grant Fund	24%
Total Awards and Grants	17%



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

---

---

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

**MEMORANDUM**

**To:** Authority Members  
**From:** Ronald Litwin  
Acting Chief Fiscal Officer  
**Date:** December 4, 2009  
**Re:** Summary of Office of Fiscal Management Activities

---

The following highlights the work by the Office of Fiscal Management for the Fiscal Year 2010 through October 31, 2009.

**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.

**Federal Grants**

- Conducted preliminary budget reviews of approximately 287 interagency agreements.
- Processed 131 contract obligation documents (\$15,016,657) and 367 vouchers (\$9,355,320) 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 2010.



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

---

---

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

**Other Agency Issues**

- The Fiscal department completed various fiscal year end tasks in a timely manner.
- The Authority participated in the regular examination of the Agency for the two years ended June 30, 2009. The accounting firm of Bonner Group, LLC made the survey of the accounting records and procedures.
- Participated in the planning and discussions regarding ARRA reporting and control.
- Changed the deposit banking relationship from Chase to 5<sup>th</sup> 3<sup>rd</sup> Bank effective 11/1/09.



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

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

# Memorandum

**To:** Authority Members

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

**Date:** November 16, 2009

**Re:** Federal and State Grants Unit Report – December 4, 2009 Authority Meeting

---

The staff assigned to the Federal and State Grants Unit (FSGU) performed the following activities during the period of August 1, 2009 to October 31, 2009. During this period, FSGU headcount remained at 16. New hires are pending at this time.

## Grant Activities

During the reporting period, FSGU staff monitored 402 grants, representing approximately \$45,584,677 in grant funds. Monitoring included the following:

- Reviewing (813) monthly or quarterly reports: (399) data and (414) fiscal;
- Initiating disbursement of funds requested by grantees;
- Conducting (approximately 18) 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 5,000 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 264 new agreements (grants), representing \$32,532,417 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 the following meetings:

- Two Budget Committee meetings were held; on August 3, 2009 and at the October 9, 2009 Authority Regular meeting.
- The Illinois Motor Vehicle Theft Prevention Council (IMVTPC) conducted a regular council meeting on August 28, 2009 and a grant review committee meeting on October 21, 2009.

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, 2009 and October 31, 2009, the Authority received eight federal awards:

<b>Program</b>	<b>Date Received</b>	<b>Amount</b>
Justice Assistance Grant (JAG) FFY09	August 13, 2009	\$12,212,026
National Criminal History Improvement Program (NCHIP) FFY09	September 23, 2009	\$266,000
National Forensic Science Improvement Act (NFSIA) FFY09	September 2, 2009	\$672,473
President-Elect Security Assistance Reimbursement Grant Program (PESAR) FFY09	August 19, 2009	\$2,021,885
Project Safe Neighborhoods Central (PSN) FFY09	August 25, 2009	\$78,939
Sexual Assault Services Program (VAWA SASP) FFY09	September 18, 2009	\$353,084
Victims of Crime Act (VOCA) FFY09	September 4, 2009	\$14,583,006
Violence Against Women Act (VAWA) FFY09	September 2, 2009	\$4,392,483

### **Trainings and Conferences**

- 1) Staff has participated in numerous Recovery related webinars and meetings sponsored by the Illinois Office of Internal Audit and the Governor's Office. The purpose of these webinars has been to provide training and guidance on the proper administration and reporting of American Recovery and Reinvestment Act (ARRA)-related grants.
- 2) Two staff members attended the National Association of VOCA Assistance Administrators National Training Conference in Washington DC on September 30-October 2, 2009. This was the semi-annual joint training conference for VOCA Assistance Administrator and VOCA Compensation Administrators. Workshops included Promising Practices; Identifying and Serving Human Trafficking Victims; Bridging the Gap: Law Enforcement and Victim Services; OJP Grant Management Systems; and Federal Financial Management: Assistance. This conference is attended by the State Administering Agencies responsible for VOCA funds from the 50 states and 6 Territories.
- 3) Three staff members were invited to and attended The City of Chicago's Mayor's Office on Domestic Violence's series of summits on domestic violence.
- 4) One staff member attended a panel discussion on domestic violence sponsored by the Jewish Community Abuse Resources Education & Solutions on October 27, 2009.

### **Requests for Proposals (RFPs)**

- 1) The VAWA ARRA Specialized Training RFP was opened August 17, 2009 and closed September 20, 2009. Eight proposals were submitted for review.
- 2) The VAWA ARRA Specialized Personnel RFP was opened September 2, 2009 and closed October 14, 2009. All applications are now under review.

### **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. Stringent Recovery Act reporting requirements have resulted in added burdens on the already short-staffed FSGU.
- 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:
  - A. The National Forensic Sciences Improvement Act (NFSIA) FFY07 federal award.
  - B. The Residential Substance Abuse Treatment Act (RSAT) FFY05 federal award.
  - C. the Violence Against Women Act (VAWA) FFY03 and FFY04 federal awards.
  - D. The Victims of Crime Act (VOCA) FFY06 federal award.
- 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. Testing on a beta version began in May and revisions are in-process. The new E-Grant system (eGMIS) will replace the current Grant Management Information System (GMIS). Progress has been delayed because both systems have had to be modified to accommodate ARRA-specific information for ARRA grants and ARRA-related duties have demanded that staff divert efforts away from this project.
- 9) Staff has been focused on ARRA planning, administration, RFPs, and technical aspects of ARRA compliance.
- 10) Staff has worked diligently to prepare for reporting requirements associated with ARRA program funds that will be disbursed by the Authority.



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

---

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

**To:** Authority Members

**From:** Mark Myrent, Associate Director  
Research and Analysis Unit

**Date:** November 16, 2009

**Re:** Research and Analysis Unit Report for the December 2009 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. Inventory of Employment Restrictions on Persons with Criminal Records**

Illinois House Bill 2474, which was recently signed into law, directs the Authority, under the direction of a task force, to review the statutes, administrative rules, policies, and practices that restrict employment of persons with a criminal history, and to report to the Governor and the General Assembly those employment restrictions and their impact on employment opportunities for people having those criminal records. All state agencies are required to submit a report that describes restrictions for employment within the agency; in facilities licensed, regulated, supervised, or funded by the agency; and in occupations that the agency licenses or provides certifications to practice. Agencies are required to report, among other data, specific disqualifying offenses delineated in these statutes, rules, and policies - and time limits for each offense. If the agency is afforded discretion in determining disqualifying offenses, the criteria used by the agency must be reported (for example, whether disqualifying offenses are related to the practice of a given profession, considered an act of "moral turpitude", or one that calls into question "good moral character"). Agencies are also required to describe any exemptions, waivers, or review mechanisms available to individuals to seek relief from disqualification. In addition to this reporting for all agencies, executive agencies are required to participate in an accounting of actual applicants who underwent criminal background checks, the number found disqualified, the number who sought waiver, those denied waiver. This research project is contingent on receipt of a state funding appropriation, which was not passed. However, alternate private funding is now being sought for the study, and staff have begun to construct the data collection tools for the inventory.

## **B. Study of the Costs of the Illinois Death Penalty**

Illinois Senate Resolution No. 297, which was also recently signed into law, directs the Authority to conduct a study of the costs of the death penalty in Illinois, including but not limited to the costs of seeking the death penalty, the costs of a capital trial, the costs of appeals, the costs of incarceration, and the costs of execution. In addition, the study is to provide parallel costs associated with sentencing persons convicted of first degree murder to life imprisonment, so as to provide a direct cost comparison on the same level of detail as the costs of the death penalty. This research is contingent on receipt of a state funding appropriation, which was not passed, Authority staff have begun, nonetheless, to prepare a preliminary outline of the scope of such a study, pending additional staffing resources. Staff are currently reviewing similar studies that have been carried out in other states – recording both the results of these studies as well as the cost estimation methodologies employed. It is anticipated that this preliminary exercise will yield summary findings of death penalty costs that may be somewhat comparable to those in Illinois while, at the same time providing a base of knowledge for determining the scope of work possible under varying funding scenarios. Funding for this work is being sought during the Fall 2009 Veto Session of the Illinois Legislature. If this funding is secured, a preliminary report on the average costs per capital case will be prepared for the Spring 2010 Session, with a final report due in Fall 2010.

## **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.

During the last quarter, staff developed a Design Document for the analytic tools proposed for the new website. After listing the Authority's current data holdings, this 17 page document contains a description of all the chart types, maps, and statistical techniques to be included in the CJ Datanet. Project staff will use this as a springboard to discuss actual analysis scenarios and confront the actual issues found in the data to be presented over the web. Staff programmers will eventually use this design document to build the site. Staff also began investigating various software products that could achieve the functionality envisioned in the document. The mapping capabilities of Google, InstantAtlas and WebMathmatica are being tested for ease of use, cost effectiveness and compatibility with the Authority's website; the latter two products are also being tested as to graphing functions and other analytic possibilities.

In tandem with this project, staff are also re-evaluating the Authority's current website, particularly with respect to the publications and data offerings. A web page specifically dedicated to the Research & Analysis Unit in its role as a State Statistical Center (SAC) is also being developed with the assistance of the Authority's webmaster and public information officer.

#### **D. Juvenile Justice Data Coordination Partnership**

Staff has been invited to participate on several working groups related to effective juvenile justice data collection. These include all members of the five juvenile initiatives currently in place in several counties across Illinois: 1) DMC, 2) Redeploy, 3) IJDAI, 4) Models for Change, and 5) BARJ.

Data repository template. During discussions at meetings, it was determined that a data template, or a standardized local criminal justice data and risk factor analysis and graphical presentation tool, is needed in order to help local practitioners better understand the communities in which they work in and the people with whom they work. As a result of numerous calls for technical assistance regarding proper data analysis as well as discussions within the various initiatives, it was determined that a uniform data template was something those participating in initiatives would benefit from.

During the last quarter the data template was modified by R&A staff with assistance from staff through the Juvenile Justice Initiative, the Pathways partners group and the Models for Change/DMC committee. Discussions at Pathways Group meetings have focused on the distribution and implementation of the template, as well as the need for technical assistance and training. Staff from the Illinois Department of Human Services has volunteered trainers to facilitate distribution and training on the data template once it is approved. Authority staff will assist in developing on-line training modules using Adobe Connect software to assist in this state-wide training effort. By the time this template is in wide use, over a third of the state will be using this tool for consistent data collection methods. The ultimate goal is to have it implemented statewide.

#### **E. Illinois Department of Juvenile Justice Recidivism study**

Staff is currently working on a proposal to complete a research study on recidivism for juveniles admitted to the Illinois Department of Juvenile Justice. This study, to be completed under the contractual agreement with the Illinois Juvenile Justice Commission and the Illinois Department of Human Services, will employ survival analysis techniques to examine the time between release from IDJJ custody and occurrences of recidivism. Recidivism will be measured both through readmission to correctional custody (derived from IDJJ and IDOC admissions data) and through re-arrest (derived from criminal history record information). Recidivism will be compared across various demographic and offense-type subgroups.

#### **F. Implementing Restorative Justice: A Guide for Schools**

This is a final guide a series of eight BARJ implementation guides. ICJIA staff created this series of BARJ implementation guides to provide profession-specific information on how the BARJ philosophy can be used across the juvenile justice system. The guide is specifically designed to provide Illinois school personnel and families with practical strategies to use BARJ in their daily activities. School districts in Illinois have been incorporating the BARJ philosophy and BARJ programs into their discipline codes. BARJ has also been implemented in schools in Illinois through peer juries, peer mediation, and circles. In particular, the Chicago Public Schools have implemented

peer juries the majority of its high schools. The PDF of the guide can be found on the ICJIA website and a limited number of hard copies are now available for school personnel.

### **G. BARJ and Schools seminars**

R&A received a JABG grant to plan and implement a series of three BARJ trainings for school administrators, social workers and teachers. These seminars were held in conjunction with the release of the latest BARJ implementation guide- BARJ and Schools. Similar BARJ seminars sponsored by ICJIA in the past have been very well received and had waiting lists to attend. The seminars were held in three regional locations across the state, northern, central, and southern in October. Seminar facilitators were chosen from professionals who are experts on how to incorporate BARJ into schools in Illinois. Seminars were held in Mount Vernon on October 2, Peoria on October 9, and Matteson on October 15. We had approximately 45 participants in Mount Vernon, 50 in Peoria, and 100 participants in Matteson.

### **H. Juvenile Justice Information Request database**

Staff completed a database to track juvenile justice system information requests from agencies, legislators, and the public. This database will help the Authority determine what information is requested, what it is used for, and how it can be made more available through our website.

### **I. Get the Facts**

Staff are working to update existing and create new “Get the Facts” publications. These popular publications explain processes and components of the Illinois criminal and juvenile justice systems, and have not been updated since 2000. Topic areas of the publications include: victims’ rights; the court system; criminal sentencing; juvenile sentencing; the juvenile court system; juvenile pre-trial; juvenile corrections; adult pre-trial; adults arrests; juvenile arrests; criminal records; and adult corrections.

The first publication, juvenile arrests, has been completed and is under review. It is expected to be available on the website in December. The second publication, juvenile pre-trial, will be available in January.

## **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. Safety Net Works – Implementation Evaluation**

Authority staff has been evaluating the implementation of the Safety Net Works Initiative, a violence prevention and youth development program taking place across 14 community areas (previously 17) in Illinois. 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; and to inform and guide similar undertakings. Sources of data for the evaluation include surveys, interviews, meeting observations, and implementation and progress reports submitted by the sites.

The implementation evaluation is focusing on 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 and change since the beginning of the initiative. Each of the 14 sites is being evaluated on their program setup, collaboration, and service delivery to the target population.

Authority staff has contributed community area profiles for each of the 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 city, 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. An online and print survey has been implemented and results have been analyzed and provided to each coalition that had enough responses to highlight potential areas for improvement. The survey primarily addresses the perceptions of collaboration and communication of coalition members and service provision. Authority staff has also been providing interim program reports, with information on coalition membership, services available, meetings, trainings, and outreach for each site to the program monitor. Technical assistance has also been provided to the Safety Net Works project manager regarding revisions to a reporting form and the integration of reporting forms with a database to simplify data collection and analysis. Authority staff delivered a presentation on evaluation issues for the project at the 2009 BJS/JRSA National Conference in late October. A telephone interview protocol is currently being reviewed and expected to be implemented in the winter.

## **2. Elder Abuse Collaboration Project evaluation**

Supported by a grant from the federal government, staff is conducting a process evaluation of a project aimed at coordinating responses to elder abuse among service providers, law enforcement and the courts. Participants include Metropolitan Family Service (an elder abuse service provider), the Chicago Police Department, and the Office of Public Guardian, among others. The goal of the program is to provide a coordinated response ensuring that victims receive needed services while abusers are held accountable in the criminal justice system. ICJIA staff is in the process of writing an IRB application for the research proposed in the evaluation (including interviews).

### **3. Juvenile justice system and risk factor data: 2007 Annual Report**

Supported by a grant from the Illinois Juvenile Justice Commission, the 2007 Annual Report, a compilation of county-level juvenile justice system and risk factor data, is complete. Like the 2006 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.

The report is completed and currently under review and the final report is expected to be available by the end of 2009.

### **4. 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 was 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:

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

During the last quarter, the final report was submitted to CMAP and published on the Authority's website. The report is part of an overall strategy by CMAP to recommend future directions for development growth and investment decisions in the seven-county region. Later this fall, the CMAP Board of Directors is expected to endorse a "preferred" scenario synthesized from the ideas that emerged from the project. The Chicago Community Trust will also use the recommendations to inform their future grant funding opportunities.

### **5. Illinois College Campus Crime and Safety Report**

Staff is working on a report that compares three sources of Illinois college campus crime data: 1) Illinois Uniform Crime Reporting program, 2) on-line Clery Act safety reports published by each college, and 3) Clery Act data submitted annually by Illinois colleges to the US Department of Education, Office of Post-Secondary Education. The report includes information on trends regarding

violent and property offenses, as well as arrests and school disciplinary referrals for alcohol, drug, and weapons violations, for the period 2001 through 2007. Triangulation of the three data sources will provide a richer picture of the issue of crime and safety within college communities. The report is slated for completion by the end of the year

## **6. County Profiles**

Staff has begun work on some of the most popular Authority publications, *Profiles in County Criminal and Juvenile Justice Systems*, which present the most recent crime and risk factor data for each county, along with statewide and regional comparisons. A detailed outline of contents has been prepared, along with a data template that will be used to generate standard profiles for all 102 counties. It is anticipated that a county profile template will be finalized by March 2010.

## **7. Trends and Issues**

*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.

The primary distribution format for the *Trends and Issues 2008* report is via the Authority’s website [www.icjia.state.il.us](http://www.icjia.state.il.us). Table 1 below shows the total number of downloads for the full report or individual chapters from May 2009 through July 2009, as well as the cumulative total since the report’s publication in May, 2008.

**Table 1. *Trends and Issues 2008* Report Downloads from the Authority Website, November 2008 through January, 2009**

<b>CHAPTER SECTIONS</b>	<b>Total Downloads August, 2009 through October, 2009</b>	<b>Cumulative Downloads since publication in May, 2008</b>
<i>Trends &amp; Issues 2008</i> Full Report	403	5,631
<i>Trends &amp; Issues 2008</i> Chapter - Foreword	122	545
<i>Trends &amp; Issues 2008</i> Chapter - Executive summary	149	4,950
<i>Trends &amp; Issues 2008</i> Chapter - Overview	117	703

<i>Trends &amp; Issues 2008 Chapter - Introduction</i>	189	995
<i>Trends &amp; Issues 2008 Chapter - Law Enforcement</i>	1,467	7,624
<i>Trends &amp; Issues 2008 Chapter - The courts</i>	256	1,561
<i>Trends &amp; Issues 2008 Chapter - Corrections</i>	1,208	8,324
<i>Trends &amp; Issues 2008 Chapter - Juvenile justice</i>	2,041	15,689
<i>Trends &amp; Issues 2008 Chapter - Crime victims</i>	434	3,696
<i>Trends &amp; Issues 2008 Chapter - Conclusion</i>	109	665

Over 50,000 copies of the full report or individual chapters have been downloaded since its publication in May 2008. There is particular interest in information on Illinois' juvenile justice system.

## **8. Trends and Issues Updates**

*Trends & Issues Update* reports are being drafted to highlight specific topic introduced in the main document include: hate crimes in Illinois; drug crime trends in Illinois and nationally; trends in violent crime; and trends in offenses against school personnel. These are scheduled for publication later in 2009.

## **9. 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 gage 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 2007 report has been updated with 2008 data is and currently under review. Findings indicate that as a result of the treatment services and aftercare received, those inmates released from Sheridan had a 20 percent lower likelihood of being returned to prison after three years in the community than a statistically similar comparison group released from Illinois' prisons during the same time period. The largest reductions in recidivism – both in terms of rearrest and return to prison—were evident

among those Sheridan releasees who successfully completed aftercare treatment. The final report will be available on the website before the end of the year.

Dr. Olson is continuing the evaluation of the Sheridan program, as well as assessing the drug treatment therapeutic community operating at the Southwestern Illinois Correctional Center. This continued research began in October 2008 and will continue through March 2010.

#### **10. 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 was submitted in August 2009 and is currently under review. The report addresses whether the program reduced recidivism, and assisted the women in obtaining employment, housing, food and childcare. The study also focused on the third service provider that the program enlisted. Findings show that those in the program are more likely to receive services and referrals, including mental health services and employment services. While there were little differences in some outcome aspects between the women in the program and a control group, those in the program were less likely to have had a violation of probation filed or have their probation revoked. The final report will be made available on the website in late 2009.

#### **11. Jail Data Link**

In May 2007, evaluators at the University of Illinois – Springfield began an evaluation of the Jail Data Link (JDL) 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. A draft final report was submitted in February 2009 and revisions and additional analysis on recidivism were conducted. While there were no differences in recidivism rates between JDL participants and non-JDL, there were a number of positive findings regarding the implementation and operation of program. The report is now available on the website.

#### **12. 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 and a renewal to continue work was signed in October 2009. A final report will be available in June 2010.

### **13. Investigator Initiated Research**

Projects funded under an Investigator-initiated RFP address research in our priority areas of interest. Reviewers elected to fund the following projects in 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 edits have been sent on the final report.
- *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 has been submitted for review.

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 examined 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 also looked at reported campus crime rates from the Cleary Act. The 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 and is available on our website.
- *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. Edits were sent in August and a final report will be available in 2009.
- *Methamphetamine and Violence* – Conducted by Illinois State University, this study conducted in-depth interviews with methamphetamine users from downstate Illinois and a select group of law enforcement and other officials to determine the extent to which methamphetamine and violence are associated, and to better understand the nature of that

association. The research provides a 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 final report was placed on the website in May 2009.

- *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 placed on the website in July 2009.

An additional RFP was released in 2009 and the following projects were funded:

- *Safer Return Demonstration: A Research-Based Community Reentry Initiative – An Examination of the Family-Inclusive Case Management Service Component* - Conducted by the Urban Institute this project will provide an implementation and impact evaluation of the family-inclusive case management component of the Safer Return offender reentry initiative. Stemming from a larger evaluation of the reentry initiative, this study will focus on whether and to what extent the family-inclusive case management benefits offenders returning back to the community and their family and social support networks. Individual and family-level outcomes will be assessed. The project term is June 2009 thru May 2010.
- *Assessing Views of Critical Incident Prevention and Response* – Conducted by Southern Illinois University at Carbondale, this project will determine the attitudes and perceptions of students regarding campus safety initiatives and campus preparedness for critical incidents. The study will conduct surveys of students in six Illinois campuses regarding the perceived likelihood of an incident occurring, fear of incidents and past exposure to types of incidents or offenses. A meeting was held in August to discuss the methodology and survey design. The project term is June 2009 through May 2010.

An additional Investigator Initiated Research RFP in the amount of \$150,000 was issued in September 2009. Two projects have been selected to begin in the fall of 2009.

- *Systematic Evaluation of the Peoria Drug Market Intervention* - Conducted by Southern Illinois University, this project seeks to assess the approach and effectiveness of a strategy to combat open air drug markets in the City of Peoria.
- *Growth of Illinois Prison Population and Assessment of Risk and Recidivism Among Prison Releasees* - Conducted by Loyola University, this multi-tiered project will examine trends in prison admissions, end of year populations, and prison exits. The project will also address the post-release recidivism of those released from Illinois prisons. The goal of the project is to

examine post-prison recidivism of offenders using the most current and appropriate statistical techniques, while ensuring that the findings and results are useful to practitioners and policy makers.

#### **14. Mental Health Courts in Illinois**

Loyola University Chicago was selected to conduct the assessment and evaluation of mental health courts in Illinois. The project will inventory the operating courts in Illinois and assess what barriers were in place for those courts that did not materialize. A more thorough evaluation will be conducted on specific courts in an effort to gauge their operations, effectiveness and outcomes. A final report will be due in September 2010.

### **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. 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 obtained a random sample of female inmates (stratified by the facility). Respondents were paid a \$10 stipend. Each interview lasted approximately 30 minutes. Staff have interviewed almost 200 women located in three IDOC institutions – Dwight, Decatur, and Lincoln.

The IRB approved the initial application in June 2008. After lengthy negotiations with Authority legal counsel, IDOC legal counsel, and the IRB on the language in the consent form, the project restarted in January 2009. Staff finished the interviews and reviewing prison case files in June 2009. Staff have completed data analysis and have written the findings in a final report. A draft of the report has been sent to the advisors for review and will be finalized in late December 2009/early January 2010.

## **2. Juvenile justice system and risk factor data: 2006 Annual Report**

Supported by a grant from the Illinois Juvenile Justice Commission, the 2006 Annual Report, a compilation of county-level juvenile justice system and risk factor data, is complete. 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. The final report was completed in August 2009 and is available on the website.

## **3. Mental health screening and assessment practices in the Illinois juvenile justice system**

Supported by a grant from the Illinois Juvenile Justice Commission, staff is currently working on a report of the results of 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 were gathered through a survey of all juvenile detention centers, juvenile probation and court service offices, juvenile correctional facilities, and the Juvenile Officers Association. The survey received a 59 percent response rate. 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.

A draft of this report is in review and a final report is expected to be available on the website late December 2009/early January 2010.

## **4. Illinois juvenile justice system walkthrough**

Supported by a grant from the Illinois Juvenile Justice Commission, staff developed a step-by-step walkthrough of the general practices, processes, and procedures of the Illinois juvenile justice system, from arrest through community supervision. The report was sent to an advisory committee around the state including juvenile court judges, attorneys (both private defense attorneys and state's attorneys), police officials, probation officers, and other juvenile justice system experts to review for accuracy. Edits from these reviewers are being processed and a draft of the report is expected to be submitted for review by mid-December 2009.

## **5. 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.

The data in the profiles are being updated and final updated reports should be available on the Authority website in Fall 2009.

## **6. 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 2<sup>nd</sup> Judicial Circuit. Data analysis is currently being conducted and work on a draft final report has begun. The final report will be completed in January 2010.

## **7. Domestic Sex Trafficking of Chicago Women and Girls**

The DePaul College of Law Schiller Du Canto & Fleck Law Center collaborated with Authority staff 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. The final report has been posted on the ICJIA website.

The authors wrote a paper, *Pimp Control and Violence: Domestic Sex Trafficking of Chicago Women and Girls*, which has been tentatively accepted to appear in *Women & Criminal Justice's* special issue: *Trafficking of Women and Girls: Laws, Theories, Challenges and Impacts*. The special issue will be Vol 20 (1) January 2010. Staff received peer review comments and finalized the manuscript in September 2009.

## **C. Criminal History Record Information (CHRI) Audit**

The unit's Criminal History Record Information (CHRI) Audit Center is a Justice Assistance Grant (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.

Staff has finally been hired to assist with the 2010 CHRI audit. Training and preliminary analyses are being conducted on the yearly CHRI data sets to develop the final audit proposal. It is anticipated that the proposal will be submitted to the State Police by the end of the year, with actual data collection and analysis to begin shortly afterwards. The tentative focus of the audit will be on court disposition reporting, since accurate and complete conviction information is a key component of decisions within the criminal justice system and an increasing number of decisions outside of criminal justice (employment, housing, student loans, and so on).

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, several CHRI User Agreement were processed, including those received from the Disproportionate Justice Impact Study (DJIS) Commission, Carnegie-Mellon University, TASC, Inc, and University of Colorado. Since the inception of the CHRI Ad Hoc Connection Partnership, a total of thirty-seven 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. Technical assistance on CHRI data interpretation and data manipulation was also provided to several researchers who received data in previously, including the Urban Institute, TASC, Inc. and the Disproportionate Justice Impact Study (DJIS) Commission.

Information requests answered using CHRI data. During the last quarter, all non-expunged arrests and associated arrest charges and court dispositions from 1999-2008 were loaded into a new SQL Server database to provide an immediate querying capability for these arrests, dispositions, and charges covering the entire ten year period. In combination with CHRI data already stored in SPSS files, these data were used to answer several media requests for criminal justice statistics. This new capability will be used during the next quarter to analyze drug arrests in Illinois, as part of the *Trends & Issues Update – Focus on Drugs* report. A request for conviction data regarding drug possession was requested by the Illinois Department of Alcoholism and Substance Abuse (DASA) for an impact analysis of HB 4678.

#### **D. Chicago Homicide Dataset Update Project**

The Chicago Homicide Dataset (CHD) 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. CHD data from 1965 to 1995, with all victim identifiers and addresses removed, is archived with the Interuniversity Consortium for Political and Social Research (ICPSR) at University of Michigan at Ann Arbor. Staff are currently cleaning the entire dataset from

1965 to 2000, and creating three linked CHD datasets – victim-level, incident-level and offender-level.

During this quarter, staff continued to collaborate with selected researchers on projects involving use of the Chicago Homicide Dataset. A paper on “Strangulation” was accepted for publication in *Violence Against Women* journal.

### **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 current goal of the CWHRS project is 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 209 members, most of them practitioners or researchers in the field. The CWHRS Forum also 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.

- Recently, staff presented the keynote address at the “Ending Violence Against Women” Policy Summit on October 6<sup>th</sup> in Los Angeles CA, sponsored by three international women’s service organizations., as well as a presentation on strangulation at the UCLA Medical Center.

## **III. ONGOING ACTIVITIES**

### **A. Briefings/Presentations**

Since the last Authority update for the September/October 2009 meeting, R&A staff made presentations at, and/or attended the following professional meetings:

- The Research Director and the Executive Director met with officials from the Ceasefire program at the Authority’s office on August 28 to discuss an evaluation strategy.
- Staff met with Loyola University faculty during the week of August 31 regarding the continuation of their work with the Capital Punishment Reform Study Committee.
- Staff attended an IDHS Rescue and Restore meeting against human trafficking on September 1.

- The research director and staff attended the teleconference meeting of Redeploy Illinois on September 3 in Chicago.
- Staff attended Model for Change Data Committee meeting on September 8.
- Staff presented at the Juvenile Justice Commission quarterly meeting on September 9 to present work done on their behalf and to provide an update on the status of project.
- The research director and staff attended the Collaborative on Offender Reentry Juvenile Reentry Work Group meeting on September 10 in Chicago, and presented information on the Cook County Juvenile Temporary Detention Center.
- The research director attended the Adler Institute presentation on Chicago's Project Safe Neighborhoods on September 16 in Chicago.
- Staff attended the End Demand Illinois Campaign Launch Event to transform our state's response to prostitution and sex trafficking on September 17.
- The research director met with officials from Metropolis 2020 and West Care on September 17 in Chicago to discuss future collaborative activities related to offender reentry.
- Staff attended a Redeploy Illinois Oversight Board meeting on September 18 at DHS.
- Staff attended the Collaborative on Reentry/Juvenile Reentry Workgroup meeting on September 20 in Chicago.
- Staff participated in a conference call regarding the data section of the Redeploy Illinois Annual Report on September 22.
- The research director attended a meeting of the Juvenile Reentry State/IDJJ Subcommittee of the Collaborative on Reentry in Chicago on September 24.
- Staff attended a meeting on September 29 in Chicago for the Policy Team of the Coordinated Response Initiative, an elder abuse program that Authority staff are evaluating.
- Staff met with Steve Karr of the Illinois Department of Corrections on September 29 in Chicago to review our procedures for processing offender records to produce statistical reports of incarcerated adult and juvenile offenders.
- The research director attended a meeting of the full Collaborative on Reentry in Chicago on September 30.
- Staff participated in a meeting concerning the Elder Abuse Pilot Program in Chicago on September 30.
- The research director attended a meeting of the Alternatives to Incarceration Committee of the Collaborative on Reentry in Chicago on October 2.
- Staff participated in the Authority's trainings in Mt. Vernon on October 2 on implementing BARJ practices in schools.
- On October 5, the research director, staff, and the executive director met with a consultant from the Annie Casey Foundation and sponsors of HB 2474 to discuss the Authority's role in an analysis of how criminal history records are used by state agencies for hiring and for certification of potential job applicants.
- On October 5, staff attended a Fiscal Mapping Workgroup meeting sponsored by the DHS Division of Alcoholism on Substance Abuse in Chicago.
- Dr. Carolyn Clock was the plenary speaker at the "Ending Violence Against Women" Policy Summit on October 6 in Los Angeles, sponsored by three international women's service organizations.
- Staff met with the Illinois Department of Corrections Research and Planning Unit on October 6 to discuss and receive updated IDOC and IDJJ data.

- Staff participated in a conference call with the Redeploy working group on October 7 regarding the Redeploy Annual Report (staff are doing the data analysis).
- Staff participated in a conference call with the Right to Council group on October 7. This group works with public defenders across the state. Staff provided formation on alternatives to detention so defenders know to ask for such alternatives, when appropriate, at detention hearings.
- Staff met with Dr. Arthur Lurigio of Loyola University on October 8 in Chicago to discuss the scope of work the Mental Health Court evaluation project selected through the recent RFP.
- Staff met with officials from the Illinois Department of Corrections and Dr. David Olson in Chicago on October 8 to discuss a proposal for Authority staff to conduct analysis of inmate success and failure factors at the Sheridan Correctional Center.
- Staff attended the City of Chicago Mayor's Office – Domestic Violence Summit Series on October 8.
- Staff attended a Pathways group meeting in Bloomington on October 8. The agenda includes updates on all juvenile initiative activity, work on data templates, regional juvenile conferences, and next steps.
- On October 8, staff met with Dr. Arthur Lurigio of Loyola University and Dr. Amy Watson of University of Illinois Chicago to discuss an upcoming evaluation of Illinois mental health courts.
- Staff met with officials from Loyola University, IDOC, and WestCare on October 8 in Chicago to plan a research study to conduct interviews with inmates from Sheridan Correctional Center to investigate inmates' assessments of program effectiveness.
- The second of our three RESTORATIVE JUSTICE in SCHOOLS seminars was held in Peoria on Friday October 9.
- Staff attended Model for Change Data Committee meeting on October 13 in Chicago.
- On October 14, staff presented research study findings at DePaul University College of Law in a presentation entitled "Women Behind Bars: Effects of Abuse on Criminal Behavior and Implications for Criminal Justice Interventions and Services."
- On October 15, staff hosted the Authority's Restorative Justice in Schools Training in Matteson, Illinois.
- Staff participated in a call on October 15 regarding the Right to Council legislation.
- Staff attended a Redeploy Illinois Oversight Board meeting on October 16 at DHS.
- The research director and staff attended the Justice Research & Statistics Association conference on October 21-23 in St. Louis and presented on the evaluation of the Safety Net Works Program and on the study of prior victimization of female inmates in IDOC.
- On October 26, staff met with staff at Westcare, Inc. to further develop a new Sheridan Therapeutic Community qualitative program evaluation.
- Staff participated in a conference call on October 27 focusing on the data template for the Pathways group.
- Staff toured the Illinois Department of Juvenile Justice facility, Illinois Youth Center-Chicago, on October 28, 2009.
- Staff participated in a roundtable discussion on Collaborating with Practitioners at the American Society of Criminology Annual meeting, on Wednesday November 4, in Philadelphia, PA.

- Staff participated in a conference call on November 6 regarding the data analysis done for the Redeploy Illinois annual report.
- The research director presented the Final Report of the Go To 2040 Crime and Justice Planning Initiative to the Chicago Metropolitan Agency for Planning at their human service committee meeting on November 9 in Chicago.
- Staff attended a meeting of the Advisory Committee for the Illinois Violent Death Reporting System, sponsored by Children’s Memorial Research Center on November 10 in Chicago.
- The research director accompanied the executive director to the Metropolis 2020 Systems Reform Planning Session on November 10 in Chicago.
- Staff attended an all sites Models for Change meeting at Loyola University on November 10 to hear updates on goals of their work plan pertaining to re-entry, sex offenders and other legislation, as well as upcoming a domestic batterer focus group.

**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](http://www.icjia.il.state.us) .

Many requests continue to come from government agencies (49 percent) and private citizens (28 percent). Other requests come from private agencies, researchers, students, news media representatives, legislators and prison inmates. Thirty percent of the requests originate in the Chicago metropolitan area, and another 36 percent originate in other states. All other requests for information were received from Illinois outside the Chicago metropolitan region, outside the United States, or unknown origin.

R&A published two research reports from staff and external researchers under contract to conduct research projects for the Authority during the first quarter of SFY 10 (July-September, 2009). The titles are listed in Appendix A. The volume of web users has remained at high levels. During this time period, there were 2,155,445 “hits” on our website and more than 82,229 visitors that remained on the site for a period of time. There were 317,270 downloads of information or publications, a ten percent increase over the last quarter (*Table 2*). The website continues to be a valuable resource for our constituents.

The following Table shows the publications that were downloaded most often from the Authority’s website from August thru October 2009.

**Top Downloaded Publications  
August – October, 2009**

<b>Publication</b>	<b>Total Downloaded</b>
Commercial Sexual Exploitation of Children	5,123

(January, 2008)	
Final Report of the Go To 2040 Crime and Justice Planning Initiative (May, 2009)	4,673
Illinois Criminal Justice Information Authority Annual Report FY 2008 (April, 2009)	4,365
Cook County Profile of the Juvenile Justice and Risk Factors (March, 2003)	3,364
Trends & Issues 2008 – Juvenile Justice Chapter (May, 2008)	3,020
Examining at-risk and delinquent girls in Illinois (May, 2009)	2,180
Implementing restorative justice: A guide for schools (October, 2009)	2,141
Domestic sex trafficking of Chicago women and girls (May, 2008)	1,825
Implementing restorative justice: A guide of juvenile probation (May, 2006)	1,753
Motor Vehicle Theft Prevention Annual Report 2008 (April, 2009)	1,655

#### *Acquiring/updating/documenting dataset holdings*

During the last quarter, staff continued to inventory and update core datasets data on all criminal justice and risk factor topics, in order to produce the CJ DataNet JUST THE FACTS web pages. Staff also began work on a comprehensive inventory and examination of sources of drug statistics and information, at the state, national, and international levels. This will result in several publications, including a *Trends & Issues Update*, and a report on drug data availability from various perspectives, spanning from surveys of drug usage in the general population to federal prosecution in Illinois of high level drug traffickers. Gaps in knowledge will be highlighted, to inform future funding for data collection systems. Staff is also working with research staff within the Illinois Department of Corrections to receive updated juvenile and adult admissions, release and parole data.

During October, the Illinois State Police released the 2008 Illinois Uniform Crime Reporting (I-UCR) program data. Staff will begin updating data tables with the new offenses, arrests and population figures. In addition, staff have begun work on a Hate Crime Fact Sheet and Research Bulletin focused on I-UCR Supplemental Data. Refreshed data on all I-UCR Supplemental datasets (Hate Crimes, Crimes Against Children, Domestic Violence, and Crimes Against School Personnel) were received for the period 2005-2008.

#### **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, JABG, MVTPC, and MEG/TF funds. In addition, R&A staff assume responsibility for the computerization of some program performance for many grants.

During the last quarter:

- Staff launched 6 web-based online application forms for Federal Grants Programs that are administrated by the Federal State Grants Unit:
  1. ICJIA RFP Law enforcement equipment grant for FFY05 and FFY06 Justice Assistance Grants Program application.
  2. ICJIA RFP FFY2006 Juvenile Accountability Block Grant application.
  3. ICJIA RFP American Recovery and Reinvestment Act S\*T\*O\*P (Services Training Officers Prosecutors) Violence Against Women Formula Grant Training Program application.
  4. ICJIA RFP American Recovery and Reinvestment Act Justice Assistance Police Equipment Grants application.
  5. ICJIA RFP American Recovery and Reinvestment Act Justice Assistance Grants Programs application.
  6. ICJIA RFP American Recovery and Reinvestment Act S\*T\*O\*P (Services Training Officers Prosecutors) Violence Against Women Formula Grant Program Specialized Law Enforcement/Prosecution/Probation/Victim Service Personnel Program application.

Staff is currently developing one other web-based online application form for a federal Grants Program administrated by the Federal State Grants Unit:

1. ICJIA RFP American Recovery and Reinvestment Act Edward Byrne Memorial Justice Assistance Grant Program Planning, evaluation and technology application.

#### **D. Technical Assistance**

- Staff analyzed and provided data on detention quarterly admissions to Models for Change partners for their annual site reports.
- Staff provided and analyzed data on detention and corrections admissions to the National Center for Juvenile Justice.

- Staff worked with the various Juvenile Justice Initiatives (JDAI, Redeploy, Models for Change) to develop a data template and resource tool, for producing data reports on program participants and outcomes. Discussions are also being held with the developers of the JWATCH Data Collection Application currently in use in the 2<sup>nd</sup> Judicial Circuit to add this data template as a standard feature in that system.
- Staff provided data analysis assistance to the IIJIS Project Manager regarding the IIJIS Survey response rates and open-ended responses regarding integration plans and needs.

### **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:

- 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.
- 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.
- Those killed by any use of force by law enforcement officers prior to booking
- People who died at a crime/arrest scene or medical facility prior to booking.
- Deaths occurring in transit to or from law enforcement facilities.
- 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 2008 was submitted to BJS in July of 2009. Pending approval for the 2009 reporting form and eligibility, Authority staff continue to identify likely DICRA cases using media sources and law enforcement contacts. BJS utilizes the data to produce reports of arrest fatalities in the United States, with updates planned as states submit data. The last report, Arrest-Related Deaths in the United States, 2003-2006, was released in July 2009.

As part of the SJS grant received from the U.S. Department of Justice Bureau of Justice Statistics, a new DICRA web page will be designed to facilitate reporting from law enforcement agencies, and a survey will be developed to determine a more efficient way to identify appropriate cases and collect medical examiner data on these incidents, including cause of death.

## **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.

Staff is currently developing the launch of a redesigned 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. The WebBoard CWHRS Forum can be viewed at <http://webboard.icjia.org/WB/default.aspx?boardid=CWHRS>

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). The WebBoard INFONET Forum can be viewed at <http://webboard.icjia.org/WB/default.aspx?boardid=INFONET>

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. The WebBoard CJ ACADEMIC Forum can be viewed at <http://webboard.icjia.org/WB/default.aspx?boardid=CJACADEMIC>

### **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 recorded and produced an INFONET presentation on the Assessment of the Current Response to Domestic Violence in Chicago in cooperation with the Mayors Domestic Violence Advocacy Coordinating Council (DVACC) on October 22, 2009. The following four links are a post-recording of the presentation given at the DVACC Summit Series opening October 8, 2009 in Chicago. The links are listed in same order in which the information was presented.

Introduction to Summit Series, Purpose, Overview of Adult Victim Experience, Video Presentation: The Story of Rachel (22:39)

<http://www.icjia.state.il.us/infonets/public/index.cfm?metaSection=Main&metaPage=flashintrodvsummit>

Reactions to Video, Chicago DV Help Line Data, NIJ Study (26:33)

<http://www.icjia.state.il.us/infonets/public/index.cfm?metaSection=Main&metaPage=FLVvideoseries2>

InfoNet Data (victims who received domestic violence services from state-funded providers) (16:03)

<http://www.icjia.state.il.us/infonets/public/index.cfm?metaSection=Main&metaPage=FLVInfoNetDatav>

Shelter Utilization Study, Batterers, Current Service System Capacity, Conclusions and Considerations for Town Hall Deliberations (52:05)

<http://www.icjia.state.il.us/infonets/public/index.cfm?metaSection=Main&metaPage=FLVvideoseries4>

Staff is currently developing other INFONET User Training using this software.

Staff is currently developing Webinar Training for Grantees Eligible for American Recovery and Reinvestment Act awards using this software, as well as developing other Research and Analysis Unit and other agency on-line applications.

### **3. SurveyGizmo**

SurveyGizmo is an online survey software solution that provides a variety of features to help in conducting a multitude of tasks including advanced market research, quick polling and quizzing, embedding forms into websites.

Staff launched 3 web-based online application forms for the following grants programs administrated by the Federal & State Grants Unit:

1. ICJIA RFP STOP VAWA ARRA Specialized Law Enforcement/Prosecution/Probation/Victim Service Personnel Program application.
2. ICJIA RFP American Recovery and Reinvestment Act S\*T\*O\*P S\*T\*O\*P (Services Training Officers Prosecutors) Violence Against Women Formula Grant Training Program application.
3. ICJIA RFP American Recovery and Reinvestment Act Justice Assistance Grants Programs application.

Staff is also currently developing a web-based online application form for the following grants program administrated by the Federal & State Grants Unit:

- ICJIA RFP American Recovery and Reinvestment Act Edward Byrne Memorial Justice Assistance Grant Program Planning, evaluation and technology application.

#### **4. Website Enhancements**

Staff has launched an upgrade/reorganization of the left panel of the ICJIA Public Website to enhance link access to assist web visitors to quickly locate information about the Authority. The website is located at <http://www.icjia.state.il.us>

Staff has launched a new redesign of Criminal Justice DataNet Website to enhance web access and on-line presentation formats of the Authority's holdings of criminal justice and social risk factor data. The website is located at <http://www.icjia.state.il.us/data>

Staff has launched a second new redesign of Grants Website inside the left panel of the ICJIA Public Website to enhance link access to assist web visitors to quickly locate information about the Federal State Grants Unit administration of grants.

Staff has launched a new redesign of Publications Website to improve the searching capabilities to assist web visitors to quickly locate ICJIA Publications. The website is located at <http://www.icjia.state.il.us/public/index.cfm?metasection=forms&metapage=SearchByTopic1new>

Staff has launched the Freedom of Information Act (FOIA) Requests Website. This new website will enable the public to access ICJIA records and documentation by submitting a request through an on-line form pursuant to the Illinois Freedom of Information Act (FOIA) (5 ILCS 140). The website is located at <http://www.icjia.state.il.us/public/index.cfm?metaSection=About&metapage=FOIA>

Staff is currently working on updating various sections and pages of the ICJIA Public Website.

Staff is currently developing the Illinois Statistical Analysis Center website for the Research and Analysis Unit. The website is currently under development/construction at <http://www.icjia.state.il.us/datanetdev2/>

Staff is currently developing a new redesign of the Illinois Integrated Justice Information System (IIJIS) Website to enhance web access to further the mission of the IIJIS Implementation Board. IIJIS is an intergovernmental effort dedicated to improving the administration of justice in Illinois by facilitating the electronic sharing of justice information throughout the state. It is a collaborative effort charged with enhancing public safety by making complete, accurate, and timely offender-based information available to all justice decision makers.

#### **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.

#### **V. CONTINUING STAFF DEVELOPMENT AND TRAINING**

- Staff attended Bureau of Justice Statistics/Justice Statistics Research Association pre-conference training session on program evaluation. in St. Louis on November 21.
- On November 10, staff attended a lecture on Mathematica software, a statistical software package that offers web-based analysis that may be useful for the Authority's website.

#### **VI. AWARDS/RECOGNITION**

The STAC (Spatial and Temporal Analysis of Crime) program, developed by the Authority, helps crime analysts identify and examine Hot Spot Areas where concentrations of crime occur. In the lead article of the first edition of "Crime Mapping: A Journal of Research and Practice" a comparative evaluation reported results showing that STAC was significantly more reliable and precise than the other hot spot software tested.

cc: Jack Cutrone  
Hank Anthony

**Appendix A – Most recent publications**

**RESEARCH REPORTS**

**Implementing restorative justice: A guide for schools (October 2009)**

**Juvenile Justice System and Risk Factor Data 2006 Annual Report (and Data Tables)  
(September 2009)**

## Appendix B – Information Request Handling Statistics

May 1, 2009 to July 31, 2009

ITEM	REQUESTS/Pct
<b>Information requests handled:</b>	47
<b>Monthly average number of requests:</b>	16
<b>Geographic Origin of requesters:</b>	
Chicago metropolitan area	30%
Other region of Illinois	17%
U.S. other than Illinois	36%
Outside the U.S.	6%
Unknown	11%
<b>Type of requester:</b>	
Government agency	49%
Private agency	19%
Researcher	2%
Student	0%
Citizen	28%
Media	2%
Legislators	0%
Inmates	0%
<b>Method of request:</b>	
Telephone/fax	36%
Mail	2%
Email/Internet	0%
In-person	0%
ICJIA Website	75%
<b>Publications disseminated:</b>	
Mailed in response to requests	0
Downloaded from Website	317,223
Total	317,270

## Appendix C – Authority Website Trends

[www.icjia.state.il.us](http://www.icjia.state.il.us)

May 1, 2009 to July 31, 2009

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		
May-09	728,328	23,494	76,478	2,467	33	27,714	24,065	3,649	109,360	2,799
June-09	701,785	22,641	76,139	2,456	34	26,671	23,295	3,376	109,282	2,814
July-09	725,332	24,177	74,508	2,483	32	26,065	22,944	3,121	98,581	2,820
<b>TOTAL</b>	<b>2,155,445</b>	<b>70,312</b>	<b>227,125</b>	<b>7,406</b>	<b>99</b>	<b>80,450</b>	<b>70,304</b>	<b>10,146</b>	<b>317,223</b>	
<b>MONTHLY AVERAGE</b>	<b>718,482</b>		<b>75,708</b>			<b>26,817</b>	<b>23,435</b>	<b>3,382</b>	<b>105,741</b>	



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**



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

# Memorandum

**To:** Authority Members

**From:** Herbert Johnson  
IIJIS Project Manager

**Date:** November 17, 2009

**Re:** Illinois Integrated Justice Information System Project Update  
August 2009 through November 2009

---

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 2009 Summit**

- The Illinois Integrated Justice Information System Implementation Board sponsored the 2009 IIJIS Summit on September 10, 2009 at the Wyndham O'Hare Hotel in Rosemont. The purpose of the summit was to update and educate the justice community about integrated information sharing and the IIJIS initiative. Approximately 160 stakeholders from across Illinois attended this year's event. Illinois State Senator John Cullerton, President of the Illinois Senate provided the welcome address, and set the tone for a day that brought together local and nationally recognized experts in the criminal justice community to share best practices and national trends on integrated justice and information sharing. This year's summit had as its overall theme to provide key information for Illinois integration success which included best practices and lessons learned. The 2009 IIJIS Summit also featured some of Illinois's newest innovations in technology, integration and information sharing. The breakout sessions covered topics including electronic warrants; electronic ticket information sharing initiative; court security information systems; and the Champaign County Integrated Justice Information System. The main focus of the general sessions was on the cultivating of integration projects through grant funding, how to secure grant funding, and a grant writing workshop. These sessions were provided by Mr. Jeff Barlow, Executive Director of the Hawthorne Institute, a public policy consulting firm.

## **IIJIS Governance**

- The IIJIS Executive Steering Committee met on October 14, 2009, and the full Implementation Board met on October 28, 2009. The Executive Steering Committee proposed a new organizational structure for the Implementation Board. The new structure that was adopted by the Implementation Board provided subcommittees that are more reflective of the criminal justice environment with respect to its processes and workflow.

The Planning and Policy Committee now is made up of the Privacy Policy Subcommittee, Law Enforcement Subcommittee, Court/Bond Hearing Subcommittee, and the Shared Resources Interoperability Subcommittee. The Technical Committee and its subcommittees are aligned with those of Planning and Policy with the exception of the Privacy Policy Subcommittee. The Funding Committee now is comprised of two new subcommittees, The Governmental Grants Subcommittee, and The Individual, Corporate & Foundation Grants Subcommittee.

The Implementation Board was presented with and accepted the new format for the revised strategic plan which is called the Strategic Direction for Enterprise Information Sharing Document. This document though now yet finalized is the work of the Planning and Policy Committee. It will provide the direction for the IIJIS initiative for the next five years covering 2009-2014. Work products and deliverables will be developed from the strategic issues outlined in this document.

### **IIJIS Technical Committee**

- The Technical Committee has conducted a series meetings and conferences utilizing its shared collaboration environment. It has developed its 12-month action plan, and has begun the task of identifying members to participate on its new committees. Target dates have been set for the establishment of statements of work from each of the subcommittees.



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

---

---

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

# Memorandum

**To:** Authority Members  
**From:** Anthony Jenkins  
**Date:** November 13, 2009  
**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 users during the quarter. An estimated 240 technical assistance calls were responded to by staff during this period. Three trainings were held for InfoNet users since the last quarterly report. The first training was for staff at the McHenry County Child Advocacy Center held on August 27, 2009 in Woodstock. The second was for staff at Will County Child Advocacy Center on September 14, 2009 in Joliet. Staff were trained on data entry and generating reports to facilitate reporting to funders as well as programmatic tasks such as case management, staff supervision, and program development. One additional training was provided not for users, but for ICJIA staff on September 23, 2009 in Chicago. This training focused on showing grant monitor staff how grantees use InfoNet to collect and report data in compliance with their VOCA grants submitted to ICJIA.

Staff also continues to respond to requests for InfoNet data. During the quarter, InfoNet data were compiled in response to requests from the Illinois Department of Human Services (DHS), the Illinois Coalition Against Domestic Violence (ICADV), the Illinois Coalition Against Sexual Assault (ICASA), the Chicago Mayor's Office on Domestic Violence, Family Rescue, and the federal Office for Victims of Crime.

ICJIA staff completed large data request from the Chicago Mayor's Office for Domestic Violence. These data were also presented to participants in the Office's Domestic Violence Summit Series that began on October 8, 2009, in Chicago. Recordings of the InfoNet presentation, in addition to other information presented at the Summit can be viewed on the InfoNet public website at [www.icjia.state.il.us/infonet](http://www.icjia.state.il.us/infonet).

Staff has been spending much time this quarter working on increasing funders' access to aggregate InfoNet data. Currently, funders such as DHS and ICADV do not have access to certain data filters such as race, age, or service type. They must request this data from ICJIA versus generating a data report on their end. The challenge in providing increased access to data is protecting client confidentiality. InfoNet staff have been working with DHS and ICADV to determine how to generate reports that hide small numbers – specifically, numbers between one and nine. It was agreed that even though data are only provided in an aggregate format, numbers less than ten (10) potentially threaten client confidentiality and hence their safety, particularly when data represent a small geographic area such as city or zip code. This has proven to be a much more challenging task than anticipated for the InfoNet team members as there are several complex development issues in running data reports with such conditional requirements. Staff continue to work on resolving these issues and hope to have increased access to such data for funders by the end of this calendar year.

Following describes the primary development tasks to improve InfoNet's performance during the quarter.

- 1) Developers completed a new report for Child Advocacy Centers that displays aggregate data about current investigations, e.g. DCFS allegations and findings, victim sensitive interview information, multidisciplinary team members. This new report was posted to production on November 5, 2009.
- 2) Developers continue work on another new report that will allow users to extract staff and funding information for specific grants. For example, a user will be able to run a "VOCA Report", and the report will provide each staff person supported by this grant, what services are funded, and the percent of services supported with the VOCA grant. This will improve the accuracy of grant-specific data and make this information easier for users to maintain and keep up to date. The team hopes to be testing this new report by 11/20/09.
- 3) Programmers continue to develop ways of hiding small numbers in data reports, a necessary task before implementing new data filters for InfoNet's Administrative Utility for two funding agencies – Illinois Department of Human Services (DHS)

and Illinois Coalition Against Domestic Violence (ICADV). This will allow funders access to needed information without threatening confidentiality. Target completion date is December 31, 2009.

- 4) Developers completed designing a new filter that will allow users to extract data according to ethnicity (Hispanic or Non-Hispanic). This is a new data field added last year to comply with federal reporting requirements. Although this information can be entered and displayed in data reports, a filter will allow users to extract data for only clients who meet certain attributes (Hispanic, Non-Hispanic). This filter is currently being tested and expected to be posted live by 9/1/09.

### **Systems Support:**

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.

Technical Staff has been working with the Auditors from Risk and Advisory Services Bronner Group LLC, on OAG Hardware and applications data retrieval form.

IT director attended a Webinar meeting for the Stimulus 360 websites. The State of Illinois has begun the migration from the SharePoint GRID to Microsoft's Stimulus 360 solution. Stimulus 360 will be the single application used for tracking and oversight of agencies' ARRA program activities. A mandatory meeting has been scheduled to explain the process each agency will follow to collect, transform and load data into Stimulus 360. In the meeting we discussed the Data File Layouts identifying the individual data elements to be included in CSV (comma-separated values) files. Once the CSV files are constructed, using agency ARRA data, they will be imported into Stimulus 360.

The Stimulus 360 Reporting project team uploaded the eight CSV files to the stimulus 360 website. The first version of our data had a few errors, the second load of our data was successful and the data was loaded into the production 360 system.

The Authority has a new webmaster Christopher Schweda, Mr Schweda is returning to the Authority, after working for DeVry Institute of Technology. One of Mr. Schweda's responsibilities will be to optimize and improve the performance of the Authority's website. Chris will be responsible for implementing the ongoing development of the Authority's websites, performing day-to-day site maintenance on our sites, performing navigation and browser compatibility, and quality-control.

Technical staff has installed Microsoft SharePoint for evaluation. SharePoint is an enterprise information portal, from Microsoft, that can be configured to run Intranet, Extranet and Internet sites. Microsoft Office SharePoint Server 2007 allows people, teams and expertise to connect and collaborate. The Authority would like to use this software package for its intranet site.

Technical support staff has installed the software application Belarc on all staff members' workstation, Belarc Advisor builds a detailed profile of the installed software and hardware, missing Microsoft hot fixes, anti-virus status, CIS (Center for Internet Security) benchmarks, and displays the results in a Web browser. This software will be used as an inventory tool.

ICJIA staff is continuing to work on updating our Disaster Recovery Plan; we are working on the identification of personnel that will be assigned to the Information Systems disaster contingency plan team. These individuals will have responsibilities in assisting in the recovery of the essential applications; they will have clear guidelines outlining their responsibilities. The plan provides guidelines for ensuring that needed personnel and resources are available for both disaster preparation, response time, and that the proper steps will be carried out to permit the timely restoration of services.

System support staff has installed a software package called HP IP Console Switch for Windows; the new HP Server Console Switch with Virtual Media eases the management of our datacenter. By using this software, support staff will be able to connect to each server's console from 300 W Adams, which will eliminate the need of going to the JRTC building.

The Authority's Help Desk Remedy program is a problem request tracking system. It allows the Authority to track information about itself as well as internal and external requests placed upon our technical support staff. This information is tracked using various Remedy applications. Total number of Remedy Tickets for this quarter is two hundred and fifty eight.

### **Hardware Problems:**

The following servers and printers had hardware problems for this quarter:

- Server called –Backup filesrv Power Edge 2650, had a disk drive problem. This problem has been repaired.
- Server called - Leto - SQL Server Power Edge 2650 2.8GHZ DUAL processes had to be rebooted, due to Microsoft upgrades.
- Server called - IRIS - Infonet server HP PIII Net server LH 4R 550MHZ, had to be rebooted, due to Microsoft upgrades.

## **Applications:**

### **Web Development:**

Our Webmaster along with system support has created a new employee website on our Intranet site. Orienting employees to their workplaces and their jobs is one of the most neglected functions in many organizations. An employee handbook and piles of paperwork are not sufficient anymore when it comes to welcoming a new employee to the Authority.

Webmaster has begun the process on updating the Authority's websites, the main and Internal, We have eliminated the 'Tools' menu by deleting duplicate information and combining the other information into the other sections.

Staff has released a new version of the Authority's main website application, which has a new menu navigation system. The goals for this particular upgrade are to (a) reduce the sense of information on the front page, (b) allow users to more gradually drill-down for specifics, and (c) maintain the overall look and feel of the state templates. We have tweaked the fonts to make them a bit larger than the "official" templates, but the page structure is identical.

Webmaster continue to update the Authority's ISU Tech Notes Resource Center, on our intranet site, this section highlight useful computer related resources and tips, and try to demystify technology and help people understand the new gizmos, and procedures.

Web development has started the CJ DataNet redesign. We have implemented the initial (static) pages on the website. Chris will work with Mark Powers, Ernst, and Chris Devitt, to create a design document for the next phase. In addition to dynamic data displays on the website, we'll work to implement interactive Google-based mapping for user generated queries.

### **MARS (Motor Vehicle Automated Reporting System):**

ISU programming staff is continuing to work on the MARS system, we are working on a design document, which will be a way for us to communicate to one another what our design decisions are.

### **GMIS (Grants Management Information System):**

ISU programming staff is continuing to work on the GMIS system, Staff members are having meeting with FSGU and Fiscal staff on implementing a newer version of the GMIS application, which will contain all the ARRA elements. Staff is working on the Monthly Grants Status Report by adding all the new ARRA reports like JAG ARRA, VOCA ARRA and VAWA ARRA reports, also working on adding new Obligation and

new Vouchers for all the new ARRA grants. We have assigned different federal appropriate number for different JAG, VOCA, and VAWA ARRA grants.

**eGMIS (Electronic Grants Management Information System):**

ISU programming staff is continuing to work on the eGMIS system, Staff members are having meeting with FSGU and Fiscal staff on implementing a Beta version of the eGMIS application. We have also pass out a Bug reporting form to write down the test results and wishes list items, for future updates.

The eGMIS team is in discussion about adding an entire new page to capture ARRA-specific data. In particular, we should create a page containing all of the Picklists and Lookups that appear in Stimulus 360 so that when we submit reports, that the Stimulus 360 data can be included in the query as opposed to having to manually enter that data.

**CLARIS (Clandestine Lab Reporting Information System):**

Programming staff continues to support the applications/databases code and repair problems as they arise.



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

---

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

# Memorandum

**To:** Authority Members  
**From:** Edith Feliciano  
**Date:** November 18, 2009  
**Re:** Summary of Human Resources Activities

The following highlights the work performed by Illinois Criminal Justice Information Human Resources Unit since the last Authority Meeting.

## **Recruitment, Screening and Hiring**

Electronic Personnel Action Requests (EPARs) are being processed to fill funded headcount vacancies. All information, with the initiation of the personnel requisition to the final candidate selection, is posted on the system. It allows for highly accurate and efficient hire tracking while eliminating the paper transfer.

The process of filing positions in the Authority has been on-going. The Accountant, candidate started on September 8, 2009. The Public Service Administrator – Opt. 3 (Web Master) candidate started on August 17, 2009. The two Technical Advisor (General Counsel) candidates started on October 1, 2009. The two new Research Analysts contractual started on October 16, 2009. The Assistant Research Director (Public Service Administrator) candidate has started on November 17, 2009. These positions are being funded by the American Recovery Reinvestment Act.

The Criminal Justice Specialist I – Opt. 1 (General) interviews were conducted and three candidates were selected and candidates information was input into the EPAR system waiting for hiring approval.

The Criminal Justice Specialist I – Opt 2 (Research) interviews were conducted and two candidates were selected and candidates information was input into the EPAR system waiting for hiring approval.

The Administrative Assistant I (Personal Service Contract) interviews were conducted and a candidate information was input into the EPAR system waiting for hiring approval.

## **Employee Benefits**

- Provided staff with disability and family leave information. Processed all related medical/administrative paperwork
- Tracked ongoing leaves
- Processed several Deferred Compensation transactions
- Processed and distributed Savings Bonds for employees
- Assisting employees with questions regarding their SERS status benefits.
- Processing the changes of many employees' benefits and flexible spending accounts

## **Salaries & Compensation**

- Assisted in continued bi-monthly payroll processing for 68 employees
- Issued time balance reports monthly to payroll and contractual employees
- Continued to check timesheets of federally funded employees for correct time certification reports
- Tracking balances of employees who do not qualify for overtime under FLSA and receive Equivalent Earned Time (EET) as of July 1, 2006.
- Assisted in the payment of temporary assignment pay due to the vacancies
- Assisted Shared Services by giving documentation and communicating changes for ICJIA
- Worked with the Acting CFO on the August, September, and October headcount report for GOMB

## **Equal Employment Opportunities**

- Submitted the First Quarterly Report for FY2010
- Training will be ongoing for Affirmative Action Planning for our agency in order to meet and attain our hiring goals
- Submitted the Affirmative Action Plan for FY 2010
- All staff completion of disability survey form

## **Staff Development & Training**

- Supervisory/Management Staff completing Interview and Selection (RUTAN) Training
- Continued to provide staff with development tools now available in library for use
- Attended the Diversity Awareness, Legal Interviewing, and Harassment training given by the Department of Human Rights

## **Other Miscellaneous Projects**

- Will be working with all unit directors to update organization charts to submit to CMS

- Working with unit directors to identify any classification issues
- Working with CMS classifications to establish and clarify job descriptions
- Working on updating the Authority Handbook
- Processing 3-month, 6-month, and annual evaluations for all staff
- Attended the Illinois Association Hispanic State Employee Conference on September 25, 2009
- Secca drive was from September 11<sup>th</sup> thru November 6, 2009
- Completion of job descriptions binder for easy accessibility

## **Reports**

The following reports were prepared and submitted by HR staff:

- First Quarterly EEO Report for FY2010
- Affirmative Action Plan FY2010
- EEOP short form report requirement for grant awards approval for two years from the Department of Justice
- Temporary assignment reports for August, September, and October sent to the union (AFSCME)



**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 27, 2009  
**Re:** Office of Public Information Report for the December 4, 2009,  
Authority 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 edits, designs, and publishes online a variety of ICJIA publications. This quarter, OPI:

- Completed edit and design of and coordinated printing and distribution of *Implementing Restorative Justice: A guidebook for schools*.
- Completed template development for the *Get the Facts* series. Get the Facts is an informational two-page Q&A sheet to answer frequently asked questions from the public on a variety of criminal justice topics. Topics include victims' rights, criminal records, juvenile arrests, juvenile sentencing, juvenile court system, juvenile pretrial, juvenile corrections, adult arrests, adult pretrial, court system, criminal sentencing, and corrections. Completion of 12 brochures is anticipated in December 2010.
- Wrote press release, "ICJIA announces Recovery Act law enforcement equipment grant recipients."

**Other activities.** OPI also:

- Completed and submitted an article on behalf of Director Cutrone for Command magazine, a publication of the Illinois Association of the Chiefs of Police,

including general ICJIA information and an explanation of why ICJIA maintains funding reserves.

- Completed material development for and hosted media representatives at the 2009 IIJS Summit held Sept. 10 at the Wyndham O'Hare in Rosemont.
- Edited public notice, "ICJIA requests proposals for criminal justice planning, evaluation, and technology grants."
- Edited new ARRA monthly data report document to be distributed to all ICJIA ARRA grantees.
- Drafted updates to ICJIA Public Accountability Project 2009 Program Worksheet for the Illinois Comptroller's Office.
- Assisted R&A staff at the ICJIA-sponsored Oct. 9 Restorative Justice in Schools training in Peoria for school personnel.
- Assisted R&A webgroup in new Illinois Statistical Analysis Center site development.
- Developed online ICJIA FOIA web page to enhance public accessibility to agency records, information, and data. ICJIA site users may now file FOIA requests via an online form that is e-mailed directly to the ICJIA FOIA officer.
- Coordinated media requests from reporters seeking information and/or data on Illinois cannabis arrests among minorities, ARRA funding, motor vehicle fraud, trends in youth violence, general arrest and convictions data by year in Cook and Collar counties, the Winnebago County jail population, and gangs.
- Initiated general information and other content updates to ICJIA website.
- 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 27, 2009  
**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.

ICJIA has been told to prepare for a move to a new location sometime in the near future. The new location has not been finalized at this time. We are awaiting further guidance from Central Management Services.