

State of North Dakota

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**Criminal Justice Information Sharing Program  
Business Plan  
2009 – 2011 Biennium**

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## Overview

In North Dakota as in many other states, the effective operation of the juvenile and adult justice system is a critical factor in ensuring and improving public safety. State and local jurisdictions across the nation invest a significant portion of their overall budget in the staff, facilities, equipment, and information technology (IT) needed to deliver justice services to the public. Access to information in a timely manner is critical to assisting the criminal justice community in improving public safety. The norm for many jurisdictions, the IT systems that manage and plan criminal justice operations are often functionally limited and lack the ability to electronically share information among justice stakeholders and their systems. Nationwide, increasing attention is being given to investing prudently in IT as a key enabler for implementing change and improving information sharing across the justice enterprise. The CJIS program provides for increased access to information through implementation of electronic systems with improved accessibility and usability. The CJIS program seeks to provide tools to criminal justice through implementation of statewide records management systems and through implementation of technology addressing the improvement of information sharing. Implementation of these products relies on substantial collaboration between state and local criminal justice agencies.

The North Dakota criminal justice community has recognized this opportunity with the development and on going implementation of the Criminal Justice Information Sharing (CJIS) Strategic Plan. This is a summary of the CJIS program plan deliverables for fiscal years 2009 – 2011.

## *Governance*

The governance structure of CJIS is defined in **ND Century Code 54-59-21. Criminal Justice information Sharing Board – Membership – Duties and Powers – Director – Exempt Records.**

1. The criminal justice information sharing board consists of:
  - a. The chief justice of the supreme court or the chief justice's designee.
  - b. The attorney general or the attorney general's designee.
  - c. The chief information officer of the state.
  - d. The director of the department of emergency services or the director's designee.
  - e. The director of the department of corrections and rehabilitation or the director's designee.
  - f. The superintendent of the state highway patrol or the superintendent's designee.
  - g. The chief of the bureau of criminal investigation.
  - h. The director of the department of transportation or the director's designee.
  - i. A representative of a city police department, appointed by the governor from a list of two or more nominees from the North Dakota chiefs of police association.
  - j. A representative of a county sheriff's office, appointed by the governor from a list of two or more nominees from the North Dakota sheriffs and deputies association.
  - k. A state's attorney, appointed by the governor from a list of two or more nominees from the North Dakota state's attorneys association.
  - l. One at-large member appointed by the governor.
2. The chief information officer is chairman of the board. Board members who are not permanent full-time state employees are entitled to compensation of seventy-five dollars per day and mileage and expenses as provided by law for state employees to be paid by the information technology department. A state employee who is a board member must receive that employee's regular salary and is entitled to mileage and expenses, to be paid by the employing agency. Board members who are appointed by the governor under this section serve for a term of three years.

3. The information technology department, at the direction of the board, shall maintain a criminal justice data information sharing system to facilitate the exchange of criminal justice information among judicial, law enforcement, and emergency personnel. Only a criminal justice agency, as defined in section 12-60-16.1, and any other person designated by the board may access the system. The system only may be accessed for the purposes set forth by the board. Any law enforcement record in the possession of the department is an exempt record.
4. The board may appoint and employ a director who serves at the pleasure of and under the direct supervision of the board. The information technology department shall provide staff and other necessary support to the board. The board or director may acquire support staff and employ personnel who are under the direct supervision of the director and the board.
5. The board shall set policy and adopt rules relating to the access to and the collection, storage, and sharing of criminal justice information and the systems necessary to perform those functions. The board shall provide operational oversight for criminal justice information sharing activities and shall approve and provide oversight of criminal justice information sharing budgets. The board may appoint such committees as it deems necessary.
6. The director may contract with the bureau of criminal investigation for the processing of federal fingerprint identification.

## ***Mission***

The mission of the North Dakota Criminal Justice Information Sharing (CJIS) program is to facilitate timely sharing of information to criminal justice and other authorized personnel.

## ***Vision***

Improve public safety by providing effective and efficient justice policies, processes, and information systems required to capture and share complete, accurate, and timely information in support of program operations and informed decision making across jurisdictional and organizational boundaries statewide.

## ***Goals***

1. ***Ensure Effective Operations.*** Criminal justice operations will be characterized by highly efficient and effective programs and processes.
2. ***Provide Responsive Services.*** Criminal justice services and programs will be responsive to community needs, ensuring that the right services are delivered, at the right time, to the right people and locations.
3. ***Improve Decision Making.*** The criminal justice community will make high quality decisions based on complete and accurate information.
4. ***Improve Criminal Justice Staff Safety.*** The tools and systems provided in support of integration and information sharing will help ensure the safety of criminal justice personnel.
5. ***Ensure Access to Information.*** The citizens of North Dakota and criminal justice partners in the state will have easy access to the justice services and information they need.
6. ***Deliver Timely Information.*** Criminal justice information will be available and delivered to justice partners in a timely manner.
7. ***Implement Cost-Effective Systems.*** Technology investment decisions will focus on ensuring cost-effective implementations and on managing ongoing costs from an enterprise perspective.
8. ***Ensure Privacy and Accuracy.*** The capture of criminal justice information will be properly managed to ensure accuracy and prevent unauthorized access, including the ability to purge, seal, and maintain the confidentiality of data.

## ***Business Accomplishments Highlights***

See [Appendix D](#)

### ***2009 - 2011 Business Plan Summary***

The following summarizes planned activity:

#### ***Guiding Principles:***

- The CJIS Portal exists for the benefit of criminal justice entities across the state of North Dakota. In regards to funding support:
  - The CJIS Portal should be funded through state general funds or federal grant monies.
  - The CJIS application services, hosting and support, should be funded by the participating entities.
- The CJIS architecture is based on best practices and is a service-oriented architecture (SOA).
- Diligent attention to CJIS information security conforming to national standards (e.g., FBI “CJIS Security Policy”)
- Data exchanges need to utilize national information exchange standards
- The continued completion of projects to expand the CJIS Portal as strategically identified by the stakeholders.

#### ***Operational Goals:***

- The addition of new agencies to the statewide Law Enforcement Records Management System (LERMS)
- The addition of new agencies to the statewide States Attorney Reporting System (STARS)
- Increase the total number of users of the CJIS Portal

#### ***New Projects ([Appendix A](#)):***

The focus in the next biennium is to continue linking criminal justice agencies to the CJIS Portal as defined in the project section. Much of this information is not available outside of the individual jurisdictions today and can only be obtained manually. Therefore, having a “one-stop” access via the CJIS Portal will provide immense benefits to the criminal justice community.

Project	Cost	Expected Timeframe
SAVIN	\$1,410,160	June 2010
CJIS Portal Enhancements <ul style="list-style-type: none"><li>• Allow Federal NCIC</li></ul>	\$81,600	
Justware Prosecution/Disposition to BCI	\$20,400	February 2010
Law Enforcement Integration – 6 agencies medium sized	\$182,400	July 2009 – June 2011
Sex Offender Registry Project	\$0	BCI – set date
Portal 3.0	\$176,800	Current with completion in 2010
Portal – User Role and Security Management	\$45,900	Current with completion in 2010
State’s Attorney Interface	\$20,400	Awaiting Justware project
Bureau of Criminal Investigation RMS	\$20,400	Awaiting Rewrite of Ag’s RMS 2010-2011
DNA Interface with Portal	20,400	<b>Completed 2009</b>

Highway Patrol Interface with Portal	20,400	Current with completion December 2009
DOCR Interface with Portal	20,400	<b>Completed with SAVIN 2009</b>

***Future Large Projects designated:***

- N-Dex – National Law Enforcement Data Exchange
- Nlets
- Courts – Odyssey Integration (see [Appendix C](#)):
- Prosecution and Disposition Integration (see [Appendix C](#)):

**Business Challenges**

- Agency agreement on centralized business processes
- Scheduling interagency resources for project needs
- Stakeholder participation, agreement and approval
- Defining interface requirements and standards
- Acquiring funds to support projects for continual growth of CJIS
- CJIS staffing resources

**Organizational Strengths**

- Established governance to direct and approve CJIS development
- Approved general funds to support on going costs and projects without reliance on federal funding
- Committed CJIS staff to support operations and plan future projects for growth in CJIS
- State of North Dakota’s Information Technology Department to support CJIS infrastructure
- The CJIS Portal was built with Service Orientated Architecture (SOA)
- Centralized service desk for support of systems

**Performance Metrics**

- Performance metrics that are tracked include the system usage by number of users and transactions, number of transactions by transaction type, and number of data sources and services available. Growth in usage is a key indicator for the value to end users.

## **Customer Testimonials**

### **STARS**

*“Justware has been a wonderful program for the Ward County State’s Attorney’s Office to adjust to, learn, and implement into our everyday routine. We were originally on the SAMS system, which was slow and did not do a lot of the things we wanted, such as carrying over information from SAMS to our Word Perfect documents. Justware does this for us, and in a speedy manner. We were amazed at how quickly the documents were generated and how much information was carried over, making for much less duplicate entry. We have also been very pleased with the help we have received from the CJIS staff, as well as the New Dawn staff. The data conversation went smoothly with very little clean up on our part. Overall, this transition for our office has been a very positive experience and hopefully one day the whole state will climb aboard to make this system a statewide information system, which will benefit all prosecutor offices in their overall mission.”*

LeAnn Westereng  
Ward County State’s Attorney’s Office

### **LERMS**

*“We have been for many years trying to get our record keeping organized and keep up on UCR reporting. The LERMS program has fit the bill very nicely. It has helped us in getting our reports done in a more timely manner and has been vital in helping me keep on top of officers activities and investigations. The program is easy to use and easy to instruct new officers.”*

Chief Randy Munkeby  
Carrington Police Dept

### **CJIS PORTAL**

*“The Watford City Police Department has been part of the CJIS Program since the start. Initially, it was met with some resistance. With usage of they hub, the officers heavily use the driver’s license and motor vehicle information. Officers use the photos for identification on a routine basis. Many times officers are not able to match a name to a subject, but recognize individuals with a photo. It is interesting to see officers change their view from I don’t want to use this to we have to have this. At this point, if I would shut down hub access to my officers, I would have a revolt on my hands.”*

Daryl Vance, Chief of Police  
Watford City Police Department

*“The hub has been a very exciting enhancement to Law Enforcement. We are a smaller department who has never had teletype available but with the hub we have all the information available without the expense and maintenance of the teletype. The system is faster to run license information for persons and vehicles than State Radio. It has been a very valuable tool for our department and hope we never lose it.”*

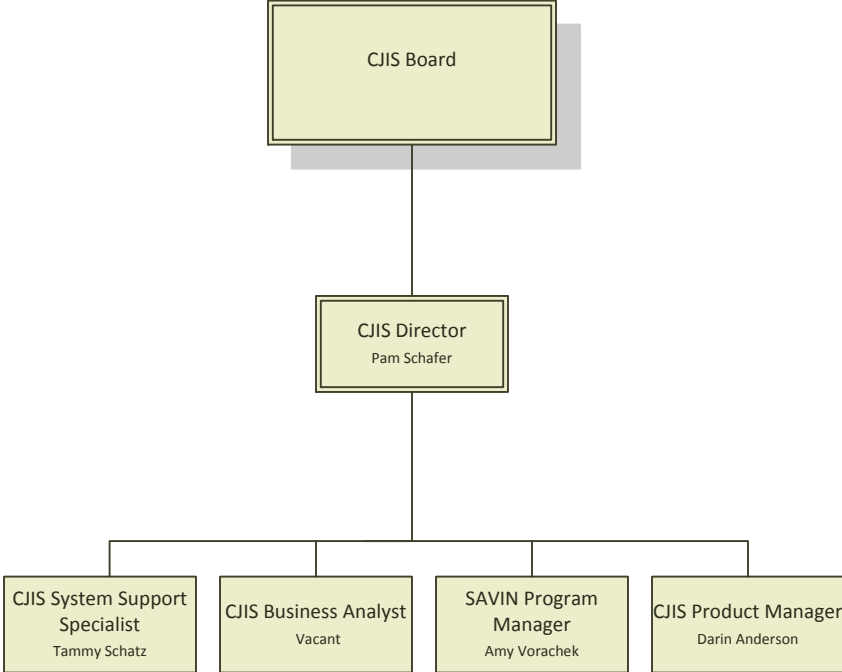
Chief Randy Munkeby  
Carrington Police Dept

## **SAVIN**

*“Staff makes numerous attempts to contact victims prior to releasing an inmate, but routinely run into roadblocks. SAVIN fills in the gap allowing victims to update their information remotely and continually placing calls until a contact is made.”*

Bret L. Burkholder  
Grand Forks County Correctional Center

# Organization Chart



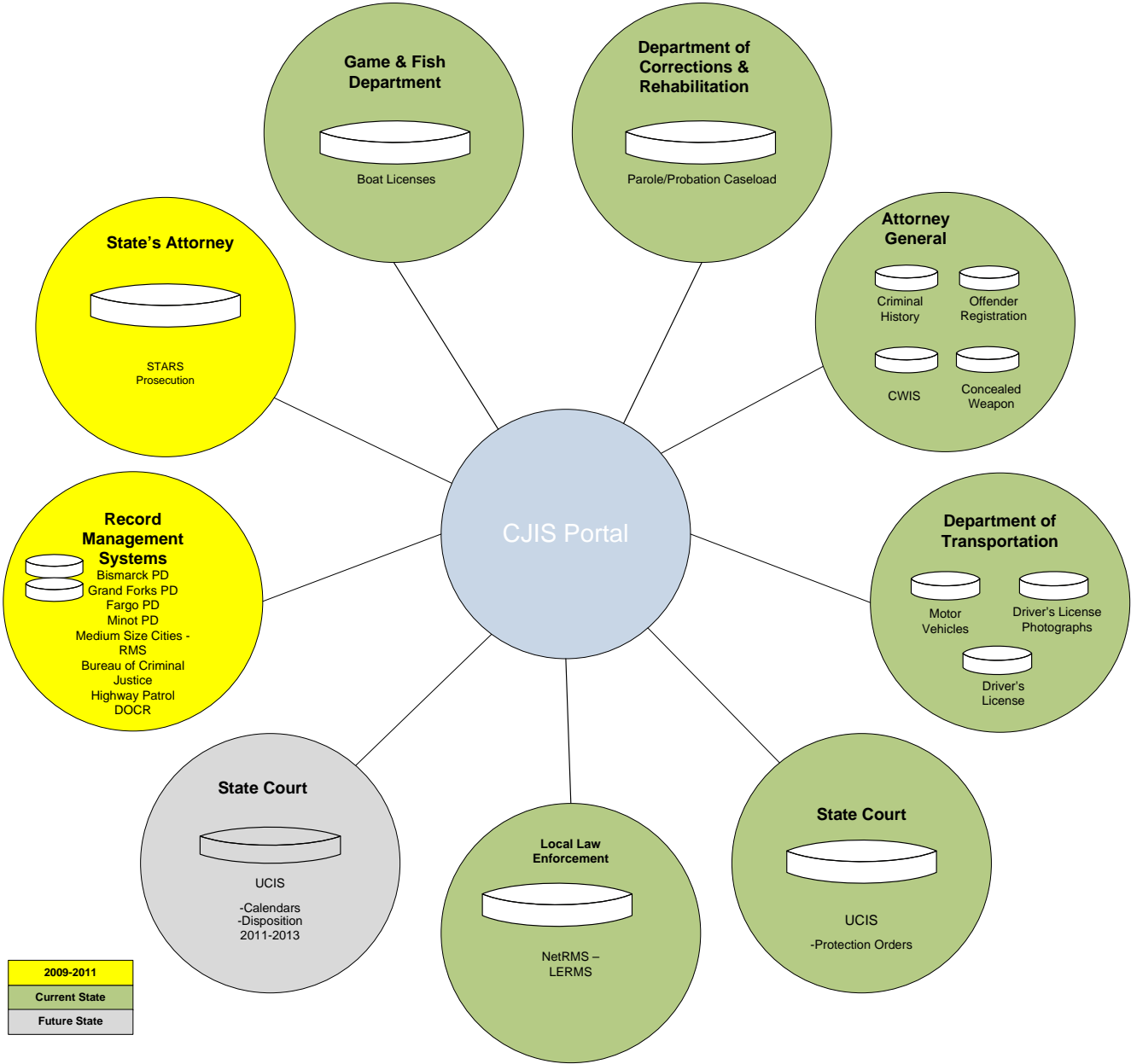
# CJIS Budget

	General	Special	Federal	Total
<b>Staffing Costs</b>				
Salaries and Benefits	\$649,630			\$649,630
<b>Operations</b>				
Travel	\$29,600			\$29,600
Supplies - IT Software	\$187,354	\$170,000		\$357,354
Supply/Material-Professional	\$1,500			\$1,500
Office Supplies	\$2,000			\$2,000
Printing	\$550			\$550
IT Equip Under \$5,000	\$11,000			\$11,000
Other Equip under \$5,000	\$3,500			\$3,500
Office Equip & Furniture-Under	\$2,500			\$2,500
Rentals/Leases - Bldg/Land	\$27,109			\$27,109
IT-Data Processing	\$5,715	\$10,000		\$15,715
IT-Communications	\$14,448			\$14,448
Professional Development	\$23,200			\$23,200
Operating Fees and Services	\$1,115			\$1,115
Legal	\$1,200			\$1,200
Legislative Difference	\$3,594			\$3,594
<b>Total Operations</b>	<b>\$314,385</b>	<b>\$180,000</b>		<b>\$494,385</b>
<b>Total Staffing and Operations</b>	<b>\$964,015</b>	<b>\$180,000</b>		<b>\$1,144,015</b>
<b>Project Costs</b>				
CJIS Portal Enhancements	\$81,600			\$81,600
Justware Prosecution and Disposition to BCI	\$20,400			\$20,400
Med. Size Law Enforcement RMS Interface w/Portal	\$182,400			\$182,400
Portal 3.0 (Search Capabilities/Page Enhancements)	\$176,800			\$176,800
Portal - User Role and Security Management	\$45,900			\$45,900
State's Attorney (Justware) Interface with Portal	\$20,400			\$20,400
CJIS Federal Enhancements			\$300,000	\$300,000
BCI RMS Interface with Portal	\$20,400			\$20,400
DNA Interface with Portal	\$20,400			\$20,400
Highway Patrol RMS Interface - Portal	\$20,400			\$20,400
DOCR RMS Interface with Portal	\$20,400			\$20,400
<b>Total Projects</b>	<b>\$609,100</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$909,100</b>
<b>Total Budget</b>	<b>\$1,573,115</b>	<b>\$180,000</b>	<b>\$300,000</b>	<b>\$2,053,115</b>

# **SAVIN Budget**

	<b>General</b>	<b>Federal</b>	<b>Total</b>
<b>Staffing Costs</b>			
Salaries and Benefits	\$80,203	\$76,865	\$157,068
<b>Operations</b>			
Travel	\$22,183		\$22,183
Supplies - IT Software	\$347,632	\$308,650	\$656,282
Supply/Material-Professional	\$120		\$120
Office Supplies	\$0		\$0
Postage	\$0		\$0
Printing	\$1,000		\$1,000
IT Equip Under \$5,000	\$0		\$0
Other Equip under \$5,000	\$0		\$0
Office Equip & Furniture-Under	\$0		\$0
Rentals/Leases - Bldg/Land	\$0		\$0
IT-Data Processing	\$38,208	\$36,804	\$75,012
IT-Communications	\$3,912		\$3,912
Professional Development	\$2,225		\$2,225
Operating Fees and Services	\$0		\$0
Legal	\$0		\$0
Total Operations	\$415,280	\$346,514	\$761,794
<b>Total Staffing and Operations</b>	<b>\$495,483</b>	<b>\$423,379</b>	<b>\$918,862</b>
<b>Project Costs</b>			
BJA Grant 2007		\$387,262	\$387,262
BJA Grant 2009 - Enhancements		\$250,000	\$250,000
Total Projects		\$637,262	\$637,262
<b>Total Budget</b>	<b>\$495,483</b>	<b>\$1,060,641</b>	<b>\$1,556,124</b>

# CJIS Portal Diagram



## **Appendix A. Projects and Initiatives**

**Project Name:** SAVIN (Statewide Automated Victim Information and Notification)

**Status:** Execution Phase  
**Estimated Completion Date:** June 2010  
**Agency:** CJIS, ITD, DOCR, Jails, Courts, BCI  
**Type of Project:** New Initiative  
**Date:** 2007-2010

### ***Project Description:***

The objective of this project is implement a Statewide Automated Victim Information and Notification (SAVIN) system that provides victims of crime real time notification of criminal justice events relating to their case and the status of the accused/offender throughout the criminal justice process.

### ***Business Need/Problem:***

North Dakota Century Code Chapters 12.1-34 and 12.1-35 outline the responsibilities of the entities responsible for providing victim information and notification. Depending on the step in the judicial process, different agencies are involved. Law enforcement agencies have responsibilities for providing non-confidential information regarding investigations and arrests. State's attorneys have responsibility for providing information regarding criminal charges, pre-trial release conditions, court proceedings and final disposition. The custodial authorities, including the Department of Corrections and 27 jails in North Dakota, are responsible for providing information regarding release from custody. Although the courts have no direct responsibility to provide information, their case management systems holds much of the information that a victim notification system requires.

Because of the large number of agencies involved, victim notification services are not provided in a consistent manner. The Department of Corrections has a Crime Victim Coordinator in the Parole and Probation Division, but for the most part local agencies do not have dedicated staff. In addition, because of the rural nature of the state, many local jurisdictions have small staffs and limited technology. Only six of the 53 state's attorneys have automated case management systems. Likewise only the largest of the 27 jails operate automated jail management systems so it is difficult to get information about those incarcerated in or released from local jails.

Since a variety of events can trigger notification, it is imperative to create an electronic system that allows these events to be transmitted and shared among state and local agencies, courts and victims.

### ***Solution:***

Contracted with Appriss, Inc to provide SAVIN services. Utilize ITD software development to modify the CJIS Portal to include booking information captured through the SAVIN System with the CJIS Portal.

### ***Cost Estimate:***

Vendor: Appriss, Inc.  
Information Technology Department  
BJA Grant: \$1,410,160

**Project Name: Law Enforcement Integration (Large Agencies)**

**Status:** Execution Phase  
**Agency:** CJIS, ITD and Local Agencies  
**Type of Project:** Initiative  
**Date:** 2007-2010

**Project Description:**

The objective of this project is to interface information contained in the law enforcement records management systems of agencies in North Dakota that have and maintain their own systems. The agencies included are Bismarck, Fargo, Grand Forks and Minot Police Departments.

**Business Need/Problem:**

Each individual law enforcement agency maintains a considerable amount of information in their individual records management systems. Interfacing these systems with the CJIS Portal will allow criminal justice personnel to easily identify and retrieve information from other law enforcement agencies.

**Solution:**

Contract with the local's rms software vendor to modify the local law enforcement records management systems. Utilize ITD software development to modify the CJIS Portal to include this information.

The cost estimates is based on a low cost solution of indexing records from the RMS's and providing an index of the information based on information provided by agency. There will not be detailed information with the solution.

**Cost Estimate:**

Bismarck Police Department Interface	\$20,000
Minot Police Department Interface	\$20,000
Grand Forks Police Department	\$20,000
Fargo Police Department Interface	\$35,000
RMS Integration (Enhance)	\$90,000

**Project Name: CJIS Portal Enhancements**

**Status:** Continuous  
**Priority:** 1  
**Agency:** CJIS and ITD  
**Type of Project:** New Initiative  
**Date:** 2009-2011

**Project Description:**

The objective of this project is to continue to expand and enhance the information available on the CJIS Portal.

**Business Need/Problem:**

Criminal justice personnel require easy access to information for executing their duties. Oftentimes new pieces of information will become available in an electronic format and these items need to be available through the CJIS Portal. Additionally, there is a need to expand the search and report capabilities.

**Solution:**

Utilize ITD software development to add new information and functionality to the CJIS Portal.

**Cost Estimate:**

Vendor:	Information Technology Department	\$81,600
ITD Resources	960 Hours	.25 FTE
CJIS Resources	480 Hours	.13 FTE

**Project Name: Justware Prosecution and Disposition to BCI**

**Status:** Execution Phase  
**Priority:** 2  
**Agency:** CJIS, Attorney General, Supreme Court and ITD  
**Type of Project:** New Initiative  
**Date:** August 2009 – February 2010

**Project Description:**

**Disposition:** The objective of this project is to create a flow of disposition information between the Court system, the state’s attorney records management system – Justware, and the CJIS Portal. The project would allow for electronic reporting of disposition information to the Bureau of Criminal Investigation.  
**Prosecution (not applicable):** The objective of this project is to provide the Court with electronic filing of prosecution information from the state’s attorney records management system (STARS). The project also would make prosecution information available on the CJIS Portal for electronic transfer to the Bureau of Criminal Investigation.

**Business Need/Problem:**

**Disposition:** There is a redundancy of data entry in multiple systems that use the Court disposition data. This flow of information would reduce data entry errors and speed up the availability of the data throughout the criminal justice system.

**Prosecution:** Electronic filing of prosecution information with the Court would reduce the redundant data entry that currently occurs in Justware and the Court systems. This would improve data accuracy as well as the efficiency of the filing process.

**Solution:**

Contract with New Dawn Technologies, Justware vendor, to make the necessary changes for the Disposition section of this project. Utilize ITD software development to modify the CJIS Portal to include prosecution/disposition information.

**Cost Estimate:**

Vendor:	Information Technology Department	\$20,400
	New Dawn Technologies	
ITD Resources	240 hours	.06 FTE
CJIS Resources	580 Hours	.16 FTE

**Project Name:** Law Enforcement (6 Medium Agencies)

**Status:** Planning

**Estimated Completion Date:** June 2009

**Priority:** 3

**Agency:** CJIS, ITD and Law Enforcement Agencies

**Type of Project:** New Initiative

**Date:** 2009-2011

**Project Description:**

The objective of this project is to interface information contained in the law enforcement records management systems of agencies in North Dakota that have and maintain their own systems. The agencies included are in the Medium size cities.

**Business Need/Problem:**

Each individual law enforcement agency maintains a considerable amount of information in their individual records management systems. Interfacing these systems with the CJIS Portal will allow criminal justice personnel to easily identify and retrieve information from other law enforcement agencies.

**Solution:**

Contract with the local's rms software vendor to modify the local law enforcement records management systems. Utilize ITD software development to modify the CJIS Portal to include this information.

The cost estimates is based on indexing records from the RMS's and providing an index of the information based on information provided by agency. There will not be detailed information with the solution.

**Cost Estimate:**

Vendor(s):	Information Technology Department	
	RMS Vendors	
Budget Estimate:	\$182,400	
ITD Resources	1440 hours	.38 FTE
CJIS Resources	900 hours	.23 FTE

**Project Name: Sex Offender Registry Project**

**Status:** Not Started – Awaiting BCI  
**Priority:** 4  
**Agency:** CJIS, ITD, BCI, AG  
**Type of Project:** New Initiative  
**Date:** 2009-2011

**Project Description:**

The objective of this project is allowing sex offender registry information to flow through the portal. (\* Need to get information from BCI as project moves forward – Not ready yet).

**Business Need/Problem:**

Sex Offender registry able to view by law enforcement officers.

**Solution:**

Utilize ITD software development to make modifications to the CJIS Portal to include sex offender registry information.

**Cost Estimate:**

Vendor:	Information Technology Department	
Budget Estimate:	Attorney General’s Office Grant	
ITD Resources	Unknown hours at this time	
CJIS Resources	200 hours	.05 FTE

**Project Name: Portal 3.0**

**Status:** Started, in Design

**Estimated Completion Date:**

**Priority:** 5

**Agency:** CJIS and ITD

**Type of Project:** New Initiative

**Date:** 2009-2011

***Project Description:***

The objective of this project is to enhance the Portal to make it more user friendly. This includes refining search capabilities, use and presentation.

***Business Need/Problem:***

The CJIS stakeholders are requesting an easier to use CJIS portal.

***Solution:***

Utilize ITD software development to make modifications to the CJIS Portal to make it user friendly. This project will need the assistance of the user community to determine the desired state.

***Cost Estimate:***

Vendor:	Information Technology Department	
Budget Estimate:	\$176,800	
ITD Resources	2080 hours	.54 FTE
CJIS Resources	1000 hours	.26 FTE

**Project Name: Portal - User Role and Security Management**

**Status:** Started, in Design  
**Priority:** 6  
**Agency:** CJIS and ITD  
**Type of Project:** New Initiative  
**Date:** 2009-2011

**Project Description:**

The objectives of this project are to document and standardize user roles of the Portal. The flexibility to provide security management needs to be built into the Portal.

**Business Need/Problem:**

Criminal justice personnel require different roles in using the portal.

**Solution:**

Utilize ITD software development to make modifications to the Portal to enhance the user role and security management.

**Cost Estimate:**

Vendor:	Information Technology Department	
Budget Estimate:	\$45,900	
ITD Resources	540 hours	.14 FTE
CJIS Resources	480 hours	.13 FTE

**Project Name: State's Attorney Interface**

**Status:** Not Started, pending Justware 5.0 upgrade and business rules  
**Priority:** 7  
**Agency:** CJIS, State's Attorneys and ITD  
**Type of Project:** New Initiative  
**Date:** 2009-2011

**Project Description:**

The objective of this project is to interface select records from the state's attorney records management system, Justware Prosecutor, with the CJIS Portal.

**Business Need/Problem:**

The Justware system contains the prosecution and disposition information needed by the criminal justice system. This project would integrate the information contained in the Justware system with the CJIS Portal.

**Solution:**

Contract with New Dawn Technologies, Justware vendor, and ITD software development to make modifications to the CJIS Portal to include prosecution and disposition information.

**Cost Estimate:**

Vendor:	Information Technology Department	
Budget Estimate:	\$20,400	
ITD Resources	240 hours	.06 FTE
CJIS Resources	480 hours	.13 FTE

**Project Name: Portal – Allow Federal (NCIC) Search**

**Status:** Not Started – Not funded, possible funding from enhancement funding  
**Priority:** 9  
**Agency:** CJIS, Department of Emergency Services (State Radio) and ITD  
**Type of Project:** New Initiative  
**Date:** 2009-2011

**Project Description:**

The objective of this project is to allow search and view only information retrieval on federal information through the CJIS Portal.

**Business Need/Problem:**

Criminal justice personnel require the ability to retrieve information from CJIS at a national level. It is pertinent they have this information at the CJIS Portal level to provide further information.

**Solution:**

Utilize ITD software development to make modifications to the CJIS Portal to include federal information.

**Cost Estimate:**

Vendor:	Information Technology Department	
Budget Estimate:		
ITD Resources	471 hours	.12 FTE
CJIS Resources	250 hours	.07 FTE

**Project Name:** Bureau of Criminal Investigation RMS - Portal  
**Status:** Not started – Awaiting new system at BCI  
**Priority:** 10  
**Agency:** CJIS and ITD  
**Type of Project:** New Initiative  
**Date:** 2009-2011

**Project Description:**

The objective of this project is to interface information contained in the Bureau of Criminal Investigation’s record management system with the CJIS Portal.

**Business Need/Problem:**

Each individual law enforcement agency maintains a considerable amount of information in their individual records management systems. Interfacing these systems with the CJIS Portal will allow criminal justice personnel to easily identify and retrieve information from other law enforcement agencies.

**Solution:**

Work with BCI to interface with BCI’s new records management systems. Utilize ITD software development to modify the CJIS Portal to include this information.

**Cost Estimate:**

Vendor:	Information Technology Department	
Budget Estimate:	\$20,400	
ITD Resources	240 hours	.06 FTE
CJIS Resources	150 hours	.04 FTE

**Project Name:** Highway Patrol Interface with Portal  
**Status:** Execution  
**Priority:** 12  
**Agency:** CJIS, Highway Patrol  
**Type of Project:** New Initiative  
**Date:** 2010

**Project Description:**

The objective of this project is to interface information contained in the records management systems of the North Dakota Highway Patrol.

**Business Need/Problem:**

Each individual law enforcement agency maintains a considerable amount of information in their individual records management systems. Interfacing these systems with the CJIS Portal will allow criminal justice personnel to easily identify and retrieve information from other law enforcement agencies.

**Solution:**

Work with the Highway Patrol to have ITD interface their records with the CJIS Portal to include information including citations, incident reports and arrests.

**Cost Estimate:**

Vendor:	Information Technology Department	
Budget Estimate:	\$20,400	
ITD Resources	240 hours	.06 FTE
CJIS Resources	150 hours	.04 FTE

**Project Name:** Department of Corrections Interface with Portal  
**Status:** Completed with SAVIN  
**Priority:** 13  
**Agency:** CJIS and Department of Corrections  
**Type of Project:** New Initiative  
**Date:** Summer 2009

**Project Description:**

The objective of this project is to interface information contained in the records management systems of the Department of Corrections.

**Business Need/Problem:**

Each individual law enforcement agency maintains a considerable amount of information in their individual records management systems. Interfacing these systems with the CJIS Portal will allow criminal justice personnel to easily identify and retrieve information from other law enforcement agencies.

**Solution:**

This was accomplished through the SAVIN contract. The DOCR's booking records were interfaced with the CJIS Portal during the SAVIN Project.

**Cost Estimate:**

Vendor:	Information Technology Department	
Budget Estimate:	\$20,400	
ITD Resources	240 hours	.06 FTE
CJIS Resources	150 hours	.04 FTE

## **Appendix B. Completed Projects and Initiatives**

***This is intentionally blank for completed projects and initiatives in the 2009-2011 biennium***

## **Appendix C. Future Projects and Initiatives**

***Project Name:***                    ***Courts – Odyssey Integration***

***Status:***                                **Not started awaiting Courts RMS Upgrade**

***Agency:***                            **CJIS, Supreme Court and ITD**

***Type of Project:***                **New Initiative**

***Date:***                                    **2009-2011**

***Project Description:***

The objective of this project is to create the necessary infrastructure needed to interface the Court's Unified Court Information System (Odyssey) with the CJIS Portal.

***Business Need/Problem:***

The Court maintains Odyssey which contains information needed by criminal justice personnel in order to perform their duties. The infrastructure to support integration of the Court system and the CJIS Portal must be created. This includes the web services necessary for integration as well as tracking and monitoring mechanisms.

***Solution:***

Work the Tyler, Inc and ITD software development to interface with the CJIS Portal.

***Cost Estimate:***

\$ TBD

**Project Name:** Court Calendars

**Status:** Not started awaiting Court  
**Agency:** CJIS, Supreme Court and ITD  
**Type of Project:** New Initiative  
**Date:** 2009-2011

**Project Description:**

The objective of this project is to interface court calendar information with the CJIS Portal.

**Business Need/Problem:**

Criminal justice personnel require easy access to court calendars for resource planning and decision making.

**Solution:**

Hire a vendor to create web services for the Court to interface with the CJIS Portal. Utilize ITD software development to make modifications to the CJIS Portal to include calendar information.

**Cost Estimate:**

\$ TBD

## **Appendix D. Prior Business Accomplishments**

### ***July 2008 – June 2009 Business Accomplishments Highlights***

#### ***Administrative Efforts:***

- Continued development of CJIS Administrative Rules for access of CJIS Portal users.
- CJIS Board was restructured to one body.
- Collaborated with the Department of Emergency Services on the RFP for a CAD system for the state of ND.

#### ***CJIS Portal Enhancements:***

- The CJIS Portal continued to grow significantly the past year there are over a 1400 registered users.

#### ***Law Enforcement Records Management System (LERMS):***

- Currently there are 41 agencies using LERMS. A total of 36 users were added to the system and 21 of those were full time officers. The total number of users is 272 and 183 of those are full time officers using the system.
- Implemented the Cruiser Module for LERMS in 16 agencies. The total number of users in these agencies is 134. This module allows the officers to use the product in their car remotely.
- Six training sessions were held and 26 individuals took advantage of this training.

#### ***Projects Started:***

- Large Local RMS Interfaces – This project includes the large metro area's RMS systems to be interfaced with the CJIS Portal. The areas are Bismarck, Fargo, Grand Forks, and Minot.
- Justware 5.0 Upgrade – Contract negotiations of upgrading Justware 5.0.

#### ***Projects Completed:***

- NetRMS Integration with CJIS portal: Interface information contained in the law enforcement records management system (LERMS) with the CJIS Portal. Two record types, incident report records and calls for service records were indexed in the CJIS Portal.
- Out of state drivers: Display the state of registration in CJIS Portal.
- DNA: Display if DNA is on file from the State's Crime Lab interface with CJIS Portal.
- Court Protection Order: Changed the court projection order flow from Court to the Attorney General's Bureau of Criminal Investigation office through CJIS. Protection orders are searchable through the index with this change.
- Portal 2.0: The rewrite of Portal to allow future capabilities of the CJIS Portal. This project created CJIS Portal transaction documentation that conforms to national standards (e.g., NIEM, GJXDM) for information sharing.
- Boat Licenses: Watercraft licenses from the ND State Game and Fish Department were added to the CJIS Portal.

## ***July 2007 – June 2008 Business Accomplishments Highlights***

### ***Administrative Efforts:***

- Development of CJIS Administrative Rules for access of CJIS Portal users.
- Completion of Memo of Understanding with the CJIS Board agencies.

### ***CJIS Portal Enhancements:***

- The CJIS Portal continued to grow significantly the past year there are over a 1200 users registered for access to the CJIS Portal. Over a million two hundred thousand transactions occurred for fiscal year ending June 30, 2008.

### ***Law Enforcement Records Management System (LERMS):***

- Currently there are 35 agencies using LERMS.
- Completed the integration of NetRMS (Calls for service and incident reports) with the CJIS Portal
- Issued an RFI for the replacement of the NetRMS product. After the CJIS Executive Committee reviewed the results of the RFI, it was determined to continue with utilizing NetRMS.
- Offered the cruiser component (mobile solution) of NetRMS to law enforcement agencies.
- Six training sessions were held and 48 individuals took advantage of this training.

### ***States Attorney Reporting System (STARS):***

- Six agencies are using STARS.

### ***Projects Started:***

- Portal 2.0 – rewrite of Portal to allow future capabilities of the CJIS Portal. This project has the output of a publication of the CJIS Portal transaction documentation that conforms to national standards (e.g., NIEM, GJXDM) for information sharing.
- SAVIN - The objective of this project is implement a Statewide Automated Victim Information and Notification (SAVIN) system that provides victims of crime real time notification of criminal justice events relating to their case and the status of the accused/offender throughout the criminal justice process.

### ***Projects Completed:***

- Court-Protection Order Integration with the Portal: The objective of this project is to interface Court protection order information with the CJIS Portal. This will make protection order information available on the CJIS Portal as well as create an electronic flow of information to the registry of protection orders maintained at the Bureau of Criminal Investigation.

## ***July 2006 – June 2007 Business Accomplishments Highlights***

### ***CJIS Portal Enhancements:***

- The CJIS Portal continued to grow significantly the past year there are over a 1000 users registered for access to the CJIS Portal. Over a million transactions occurred for fiscal year ending June 30, 2007.

### ***Law Enforcement Records Management System (LERMS):***

- Currently there are 34 agencies using LERMS with seven agencies added during this period. A total of 30 users were added to the system and 21 of those were full time officers. The total number of users is 236 and 162 of those are full time officers using the system. This allows electronic storing and sharing of agency incident reports and automates UCR/IBR reporting to the state repository.

### ***States Attorney Reporting System (STARS):***

- Currently there are six agencies using STARS with one new agency added during this period. Justice WebView reports were developed and made available to law enforcement agencies to view case management information from the system.

### ***Projects started:***

- Interface NetRMS with the CJIS Portal
- Court Projection Order Integration with CJIS Portal Project

## ***July 2005 – June 2006 Business Accomplishments Highlights***

### ***CJIS Portal Enhancements:***

The CJIS portal grew significantly the past year, there are 826 users registered for access to the CJIS Portal. Over 560,000 transactions occurred for fiscal year ending June 30, 2006. New enhancements added to the hub include; the ability to check offenses on Non-Sufficient Funds (NSF), search capabilities of Central Warrant Information Systems (CWIS), search capabilities of custody and supervision records and the addition of the Offender Registration Report.

### ***Law Enforcement Records Management System (LERMS):***

Currently there are 25 agencies using LERMS with six agencies added during this period. A total of 62 users were added to the system and 49 of those were full time officers. The total number of users is 196 and 128 of those are full time officers using the system. This allows electronic storing and sharing of agency incident reports and automates UCR/IBR reporting to the state repository.

### ***States Attorney Reporting System (STARS):***

Currently five agencies are using STARS; Burleigh, Cass, Grand Forks, Ward, and Mountrail County. There are 70 users utilizing the system. STARS is a statewide system offered to State's Attorney to automate their business process and enable work flows and information sharing with other agencies. This system allows electronic storing of case documents and reports. The system provides electronic prosecution and disposition reporting to the Bureau of Criminal Investigation (BCI).

### ***DNA Inquiry:***

This service allows law enforcement to inquiry on whether a DNA sample is on file at the North Dakota Crime Laboratory for a specific individual. The searches are processed by a program written by CJIS and implemented on the National Law Enforcement Telecommunications System (NLETS).