



# ARJIS

Automated Regional Justice  
Information Systems



## MANAGEMENT COMMITTEE

**Tom Zoll, Chair**  
*Carlsbad Police Department*

Richard Emerson  
*Chula Vista Police Department*

Interim Chief Paul Crook  
*Coronado Police Department*

Cliff Diamond  
*El Cajon Police Department*

Duane White  
*Escondido Police Department*

Alan Lanning  
*La Mesa Police Department*

Adolfo Gonzales  
*National City Police Department*

Interim Chief Jerry Lance  
*Oceanside Police Department*

Pat Drummy  
*San Diego Police Department*

Bill Gore  
*San Diego Sheriff's Department*

Pamela Scanlon  
*Director, ARJIS*

Cynthia Burke  
*Director, Criminal Justice Research*

Jeff Tayman  
*Director, Technical Services*

# CHIEFS'/SHERIFF'S MANAGEMENT COMMITTEE

Wednesday, June 1, 2005  
10:15 a.m. – 11:00 a.m.

San Diego Police Department Headquarters  
7<sup>th</sup> Floor Conference Room  
1401 Broadway  
San Diego, CA

## AGENDA HIGHLIGHTS

- ALLOCATION OF ARJIS RESERVE FUNDS
- ARJIS ENTERPRISE USER REQUIREMENTS SURVEY

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# CHIEFS'/SHERIFF'S MANAGEMENT COMMITTEE AGENDA

Wednesday, June 1, 2005

10:15 a.m.–11:00 a.m.

ITEM #		RECOMMENDATION
1.	ROLL CALL	
+2.	APPROVAL OF MAY 4, 2005 MEETING MINUTES	APPROVE
3.	PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS	
	<p>Members of the public will have the opportunity to address the Public Safety Committee on any issue within the jurisdiction of the Committee. Speakers are limited to three minutes each and shall reserve time by completing a "Request to Speak" form and giving it to the Clerk prior to speaking. Committee members also may provide information and announcements under this agenda item.</p>	
<b>REPORTS</b>		
4.	PUBLIC SAFETY COMMITTEE UPDATE (Chief Zoll)	INFORMATION
	<p>Chair's report on the Public Safety Committee Meeting on May 13, 2005 and other pertinent public safety matters.</p>	
+5.	ALLOCATION OF ARJIS RESERVE FUNDS (Pam Scanlon)	APPROVE
	<p>Approval is requested for the use of ARJIS reserve funds for three additional priority projects. One project involves conducting privacy and security assessments for Enterprise ARJIS, documenting existing system architecture, and conducting technical review (\$65,000). The second project (Sheriff's Records Management System or RMS Interface) would involve developing a generic interface for updating the ARJIS legacy database for external law enforcement records management systems (\$67,000). The third project is the Substance Abuse Monitoring Program (SAM). SANDAG is requesting \$23,000 in reserve funds to help meet the projected budget.</p> <p>The Management Committee is asked to approve the allocation of \$155,000 in ARJIS reserve funds to these three projects. If the three projects are approved, all of the FY 2005 ARJIS reserves from the San Diego Data Processing Corporation cost-saving would be encumbered.</p>	
6.	ARJIS ENTERPRISE USER REQUIREMENTS SURVEY	INFORMATION
	<p>Staff will present an update on the user survey which is currently posted on the ARJISNET web site for all interested ARJIS users to complete. The survey is condensed and has optional questions for Patrol/Traffic Officers and Crime &amp; Intelligence Analysts. Initial metrics on the responses to date will be provided.</p>	
8.	BUSINESS AND TECHNICAL COMMITTEE UPDATES (Lieutenant Michael Lawton and Captain Reginald Grigsby)	INFORMATION

Committee chairs will be available to update on recent activities and answer questions.

9. UPCOMING MEETINGS

INFORMATION

The next meeting of the Public Safety Committee is scheduled for Wednesday, July 6, 2005 at 9:30 a.m.

10. ADJOURNMENT

+ next to an agenda item indicates an attachment

San Diego Association of Governments  
**CHIEFS'/SHERIFF'S MANAGEMENT COMMITTEE**

June 1, 2005

AGENDA ITEM NO.: **2**

**Action Requested: APPROVE**

**MANAGEMENT COMMITTEE DISCUSSION AND ACTIONS**

Meeting of May 4, 2005

1. ROLL CALL

The meeting was called to order by Chair Tom Zoll (Carlsbad Police Department) at 9:30 a.m. See attendance sheet on last page.

2. APPROVAL OF APRIL 6, 2005 MEETING MINUTES APPROVE

**Upon a motion by Chief Robert Hutton (Coronado Police Department) and a second by Chief Richard Emerson (Chula Vista Police Department), the Management Committee unanimously approved the minutes of April 6, 2005.**

3. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

Jeff Tayman (SANDAG) stated that the Public Safety Committee approved a request for the meeting date change to the 3<sup>rd</sup> Friday of the month (instead of the 2<sup>nd</sup> Friday) at 1:00 p.m. (instead of 1:30 p.m.). The change will start in July 2005.

Chief Hutton introduced Coronado's Interim Chief of Police, Paul Crook. Chief Hutton will be retiring July 2005.

**REPORTS**

4. PUBLIC SAFETY COMMITTEE UPDATE INFORMATION

Chief Zoll stated the Public Safety Committee will meet on May 13, 2005. There will be a presentation from Ted Middleton on the Needs Assessment. The priority issue receiving the most attention throughout the needs assessment is interoperability. To educate the Committee and arrive at a common understanding and consensus on regional approach a series of workshops on interoperability has been recommended.

5. ALLOCATION OF ARJIS RESERVE FUNDS APPROVE

Attachment 5-1: E-Cars-Electronic Submission of monthly Crime and Arrest Reporting System statistics

This project is an unfunded mandate from the California DOJ. It was approved by the ARJIS Technical and ARJIS Business Committee in April 2005. The estimated cost is \$40,000.

**Upon a motion by Chief Emerson and a second by Chief Adolfo Gonzales (National City Police Department), the Management Committee unanimously approved the E-Cars project.**

Attachment 5-2: CASS UCR Classification Quality Control Review

ARJIS is requesting unbudgeted funds of \$50,000 to conduct a series of quality control studies to measure the accuracy of crime data produced by ARJIS. It has been ten years since the last study. It was also done in the 1980's.

This project was approved by CASS, ARJIS Technical and ARJIS Business Committees at their April meetings.

**Upon a motion by Acting Chief Bill McClurg and a second by Chief Alan Lanning (La Mesa Police Department), the Management Committee unanimously approved Attachment 5-2 for the quality control study.**

6. COPLINK DEMONSTRATION INFORMATION

Pam Scanlon (Executive Director, ARJIS) gave a "hands-on" demonstration of COPLINK, an investigative tool for identifying offenders and solving crimes. The Border Safe grant funded \$300,000 to acquire and install the application for the entire region. The COPLINK acquisition is an example of the benefits of leveraging regional resources, one of the priorities from the needs assessment. Individual agencies can gain access to an already tested and validated system at a cost that is shared among ARJIS member agencies. In addition, with the regional approach, officers and investigators have access to the entire region's data, not just their agency's data. COPLINK has information such as addresses, phone numbers, incident reports, and links to various offenders, identifiers, and addresses. Mug shots will soon be loaded into the application. Eventually, ARJIS member agencies will be able to access Phoenix, Orange County and Tucson data. The information queried can also be saved in the officers' "history" to be used in court.

ARJIS will provide updates to the Committee as the system becomes operational. Currently, staff is testing the system's functionality and documenting bugs, as well as validating the data before rolling the application out to member agencies. It will require a data sharing agreement with the agencies.

7. DRAFT REPORT ON THE PUBLIC SAFETY NEEDS ASSESSMENT DISCUSSION/  
(Ted Middleton) POSSIBLE ACTION

Ted Middleton (Silvereye Technologies) updated the Committee on the Needs Assessment with a Power Point presentation. Over 25 interviews have been completed and a few more are scheduled during the coming weeks with agencies outside of law enforcement (e.g. fire). As has been previously noted, four key objectives were identified including 1) communications and interoperability; 2) technology acquisition and support; 3) regional

information center; and 4) training. Mr. Middleton discussed each of these objectives, noting key issues and possible future initiatives for the Committee. The four recommended next steps are: 1) identify priority initiatives; 2) identify resources and budgets; 3) develop implementation plan and timeline; and 4) create and communicate the Public Safety Committee policy/vision statement.

Mr. Middleton will give a presentation on the needs assessment to the Public Safety Committee on May 13, 2005.

Chief Zoll stated the need to get the Public Safety Committee thinking about their role and how the needs assessment can assist.

8. ARJIS ENTERPRISE USER REQUIREMENTS SURVEY INFORMATION

ARJIS has received only 40 surveys after three weeks on the Law Enforcement page on the web site (ARJISnet). The on-line survey is being conducted to gather input from patrol officers, investigators, analysts, records personnel and all other users to design a product that is efficient, user friendly and delivers the information needed.

Chief Zoll advised staff to send a message to the Chiefs with information about the ARJIS survey being conducted on the new enterprise system(s) so they could share with their personnel and help give a better turnout of responses.

9. BUSINESS AND TECHNICAL COMMITTEE UPDATES INFORMATION

Lieutenant Mike Lawton (Chair, ARJIS Technical Committee) stated the next meeting of the Technical and Business Committees will be held on May 18, 2005 at the Escondido Police Department.

10. REQUEST FOR SAN DIEGO POLICE DEPARTMENT CRMS DEMONSTRATION AT SDPD HEADQUARTERS (Pat Drummy) INFORMATION

Pat Drummy (San Diego Police Department) requested that the next meeting be held at San Diego Police Department Headquarters for a high-level demonstration on the Criminal Records Management System (CRMS). If the Chiefs wanted their technical people to come, it would be available. The demonstration should be about 45 minutes.

11. UPCOMING MEETINGS INFORMATION

The next meeting of the County Chiefs'/Sheriff's Management Committee is scheduled for June 1, 2005 at the San Diego Police Department Headquarters (First Floor Training Room). The start time will be announced at a later date.

12. ADJOURNMENT

The meeting was adjourned at 10:35 a.m.

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**San Diego Association of Governments**

**COUNTY CHIEFS' & SHERIFF'S MANAGEMENT COMMITTEE ATTENDANCE**

**May 4, 2005**

<b>JURISDICTION</b>	<b>MEMBER NAME</b>	<b>ATTENDANCE</b>	<b>COMMENTS</b>
<b>CARLSBAD</b> POLICE DEPARTMENT	CHIEF TOM ZOLL (Chair) (Member)	<b>YES</b>	
<b>CARLSBAD</b> POLICE DEPARTMENT	CAPTAIN DALE STOCKTON (Alternate)	--	
<b>CHULA VISTA</b> POLICE DEPARTMENT	CHIEF RICHARD EMERSON (Member)	<b>YES</b>	
<b>CHULA VISTA</b> POLICE DEPARTMENT	Leonard Miranda (Alternate)	<b>NO</b>	
<b>CORONADO</b> POLICE DEPARTMENT	CHIEF ROBERT HUTTON (Member)	<b>YES</b>	
<b>CORONADO</b> POLICE DEPARTMENT	INTERIM CHIEF PAUL CROOK (Alternate)	<b>YES</b>	Will Start July 9, 2005 (Chief Hutton retiring)
<b>EL CAJON</b> POLICE DEPARTMENT	ACTING CHIEF BILL MC CLURG (Member)	<b>YES</b>	
<b>EL CAJON</b> POLICE DEPARTMENT	(Alternate)	--	
<b>ESCONDIDO</b> POLICE DEPARTMENT	CHIEF DUANE WHITE (Member)	<b>NO</b>	
<b>ESCONDIDO</b> POLICE DEPARTMENT	CAPTAIN JIM MAHER (Alternate)	<b>YES</b>	
<b>LA MESA</b> POLICE DEPARTMENT	ALAN LANNING (Member)	<b>YES</b>	
<b>LA MESA</b> POLICE DEPARTMENT	(Alternate)	--	
<b>NATIONAL CITY</b> POLICE DEPARTMENT	CHIEF ADOLFO GONZALES (Member)	<b>YES</b>	
<b>NATIONAL CITY</b> POLICE DEPARTMENT	ASSISTANT POLICE CHIEF PENU PAUU (Alternate)	<b>NO</b>	
<b>OCEANSIDE</b> POLICE DEPARTMENT	INTERIM CHIEF JERRY LANCE (Member)	<b>NO</b>	
<b>OCEANSIDE</b> POLICE DEPARTMENT	CAPTAIN FRANK BRUCKNER (Alternate)	--	
<b>SAN DIEGO</b> POLICE DEPARTMENT	DIRECTOR PAT DRUMMY (Member)	<b>YES</b>	
<b>SAN DIEGO</b> POLICE DEPARTMENT	(Alternate)	--	
<b>SAN DIEGO SHERIFF'S</b> DEPARTMENT	SHERIFF BILL KOLENDER (Member)	--	
<b>SAN DIEGO SHERIFF'S</b> DEPARTMENT	ASSISTANT SHERIFF BILL GORE (Alternate)	<b>YES</b>	
ARJIS	ARJIS DIRECTOR PAM SCANLON	<b>YES</b>	
SANDAG	CRIMINAL JUSTICE RESEARCH DIRECTOR CYNTHIA BURKE	<b>YES</b>	

**Guests:** Julie Wartell (San Diego County District Attorney's Office), Lt. Mike Lawton (Coronado Police Department, representing ARJIS Technical Committee), Dan Newland (San Diego Police Department), Ted Middleton (Silvereye Technologies).

**Staff:** Barbara Jean Harris (ARJIS), Jeff Tayman (SANDAG)

**San Diego Association of Governments**  
**CHIEFS'/SHERIFF'S MANAGEMENT COMMITTEE**

June 1, 2005

AGENDA ITEM NO.: **5**

**Action Requested: APPROVE**

**ALLOCATION OF ARJIS RESERVE FUNDS FOR IDENTIFIED PRIORITY PROJECTS**

**Introduction**

To date, the Management Committee has approved the use of \$483,000 in ARJIS reserve funds for priority projects. At its May 18, 2005 meeting, the ARJIS Business and Technical Committees recommended the Management Committee approve the use of ARJIS reserve funds for three additional priority projects. One project involves conducting privacy and security assessments for Enterprise ARJIS, documenting existing system architecture, and conducting technical review (\$65,000). The second project (Sheriff's Record Management System or RMS Interface) would involve developing a generic interface for updating the ARJIS legacy database for external law enforcement record management systems (\$67,000). The third project (Substance Abuse Monitoring Program – SAM) partially funds the Criminal Justice Research Division to collect and evaluate data relating to arrested individuals and the relationship to substance abuse. If approved, all of the FY 2005 ARJIS reserves from the San Diego Data Processing Corporation (SDDPC) cost-saving would be encumbered.

**Recommendation**

The Management Committee is asked to approve the allocation of \$155,000 in ARJIS reserve funds to support conducting Enterprise ARJIS privacy and security assessments and the development of the interface with the Sheriff's Records Management System.

**Discussion**

Prior Approvals

In January 2005, the ARJIS reserve was increased by \$638,000 due to a reduction in costs SDDPC realized through consolidation of mainframe servers and software and network savings. The Public Safety Committee (PSC) approved that these funds would be allocated for priority projects identified by the Chiefs'/Sheriff's Management Committee on a case-by-case basis. To date, a total of \$483,000 in ARJIS reserves funds have been approved by the PSC for five priority projects. These projects are identified below.



	<u>Date Approved</u>	<u>Amount</u>
<i>TOTAL RESERVE AMOUNT</i>		<i>\$638,000</i>
<i>PREVIOUSLY APPROVED PROJECTS</i>		
eSun Project	April 8, 2005	\$68,000
Consultant for the Enterprise ARJIS RFP	April 8, 2005	\$250,000
ARJIS Data Warehouse Improvements	April 8, 2005	\$75,000
eCars Project	May 13, 2005	\$40,000
CASS ARJIS quality study	May 13, 2005	\$50,000
<i>TOTAL ALLOCATED</i>		<i>\$483,000</i>
<i>TOTAL REMAINING</i>		<i>\$155,000</i>

### Enterprise ARJIS

As a part of Phase III, ARJIS will contract with an independent consultant(s) to conduct security and privacy assessments for the new Enterprise ARJIS System. The security assessment will focus on both the existing and proposed network and associated secure user access and authentication. Completing this assessment fulfills a United States Department of Justice (U.S. DOJ) requirement and will also provide useful in identifying ways to meet recently published security mandates. The privacy assessment, which is also a mandated requirement, will focus on the access, use, and dissemination of data from the user perspective. Also included will be documentation of the existing ARJIS system to include current system architecture, data validation tables, programs and reports.

### Sheriff's Record Management System

This project will develop an open standards Global Justice Extended Markup Language (XML) interface for the newly developed Sheriff's RMS to electronically route police incidents to ARJIS. The interface will utilize the latest U.S. DOJ mandated XML standards and will be able to be utilized by other agencies' systems. Benefits of this interface will include elimination of duplicate data entry, enhanced data accuracy, and timely access to information by region.

### Substance Abuse Monitoring Program

Since 1987, SANDAG has conducted interviews with adult and juvenile arrestees about their recent and past drug use. Locally, this information has been used to assess drug-use trends, identify potential drug epidemics and treatment needs, and monitor drug use within population subgroups. Originally sponsored by the National Institute of Justice (NIJ), funding for this project was terminated at all sites in 2004. While the California Border Alliance Group (CBAG) has funded the program since that time, they have encouraged SANDAG to seek local funding support for this project in 2005. In November 2004, the Public Safety Committee (PSC) expressed their desire to see this project continue and directed staff to continue their efforts to find funding to do so.

JEFF TAYMAN  
Director of Technical Services

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