# JUSTIS Executive Council Meeting

## January 13, 2022, 2:00 PM

**Join on your computer or mobile app**

Click here to join the meeting

**Or call in (audio only)**

+1 415-906-4659, 385516614# United States, San Francisco

Phone Conference ID: 385 516 614# or Find a local number

- Callers will be placed in queue for comments: press*5 to raise your hand to speak and you will be notified when to speak by the host. After they are given permission to speak, they can press *6 to unmute yourself.
- Written public comment can be submitted vial email to dtis.helpdesk@sfgov.org, subject title: JUSTIS Executive Committee Meeting
- Board Members please mute your mic when not speaking. Chat is not enabled.

# JUSTIS Executive Council Agenda

*January 13, 2022*

- Call to Order/Roll Call
- Resolution Making Findings to Allow Teleconferenced Meetings under California Government Code Section 54953(e) (Discussion and Action)
- Approval of Meeting Minutes from October 27, 2021
- General Public Comments
- Executive Sponsor Update: City Administrator
- JUSTIS Program Status - C-Track Integration and Testing
- Advisory Committee Updates
  - Data & Architecture
  - Performance & Strategy
- JUSTIS Roadmap Executive Briefing
- Adjournment

# JUSTIS Program Status

January 13, 2022

# JUSTIS Mainframe Decommission Update

1. C-Track Wave 1 testing – Successful Roundtrip!
2. Working very closely with Courts on very complex docket entry processes to understand data, mapping, business logic, and workflow
3. Begin working with Courts on go live planning. Target go-live March 16 but expect testing to create 2 weeks of additional work and go live will be end of March 2022
4. POL ID Bureau actively testing APEX transactions utilizing voluntary staff overtime in January
5. Level II query transactions actively being tested by ADP, SHF, and POL. Other agencies with Level II access are invited to test.
6. DOJ Application under review (11/2021 resubmitted security form, will “nudge” end of January)

# Testing Plan for Departments

| Legend | ● Tested | ● Testing Started | ● Testing Not Started |
|---|---|---|---|

| Wave 1 (11/8-12/17) | Sheriff | Court | District Attorney | Police IDB | Adult Probation |
|---|---|---|---|---|---|
| Inbound | | | | | |
| Case (Booking) | ● | ● | | ● | |
| CaseParty (Defendant) | ● | | | ● | |
| ArrestDetail | ● | ● | | ● | |
| ChargeDetail | ● | ● | | ● | |
| ChargeDispositionDetail | | ● | ● | | |
| ChargeSentence | ● | ● | ● | ● | ● |
| Outbound | | | | | |
| CaseCreate (arrest and charges) | ● | ● | ● | ● | |
| UpdateCharge (filed charges) | | ● | | | |
| Re-Arrest | | ● | | | |

| Wave 2 ~~(12/19-1/14)~~ (1/3-1/28) | Sheriff | Court | District Attorney | Police IDB | Adult Probation | Public Defender |
|---|---|---|---|---|---|---|
| Inbound | | | | | | |
| Wave 1 Functions | ● | ● | ● | ● | ● | |
| Plea | | ● | ● | ● | ● | ● |
| DocketEntry | | ● | ● | ● | ● | ● |
| Hearing | ● | ● | ● | ● | ● | ● |
| HearingDocketEntryMap | | ● | ● | ● | ● | ● |
| HearingOutcomeMap | | ● | ● | ● | ● | ● |
| HearingPartyMap | | ● | ● | ● | ● | ● |
| HearingParticipants (Post Attorney Assignments | | ● | ● | | | ● |
| Outbound | | | | | | |
| Wave 1 Functions | ● | ● | ● | ● | ● | |
| UpdateArrest | ● | ● | ● | ● | | |

POL ID Bureau actively engaged in Wave testing

# Important Next Steps: Lifecycle Testing and Data Validation

Lifecycle operations testing with the JUSTIS partners is needed to confirm production readiness of the JUSTIS Hub changes to data exchange, reports and transactions

**Wave Testing (average users) – In progress**

- Participants from the JUSTIS agencies are working with us on the test plans and testing. The level of participation for the JUSTIS agency resources is 2 hours per week from early January – March. Thank you to the departments and testers for their support!
  - Sheriff – Eric Wong
  - Courts – Nicole Olcomendy Adams
  - Police ID Bureau – Darcy Burkhalter and IDB OT user testers
  - District Attorney – Nina Stellini, Seni Richmond, Seth Meisels, Beth Munger
  - Adult Probation – Bella Fudym, Noreen Mangabay, Jay Fraser
  - Public Defender – Tyler Vu (and other user testers to be identified)

# Important Next Steps: Lifecycle Testing and Data Validation

**User Acceptance Testing and Sign Off**

- As we move into User Acceptance Testing, each department needs to assign resources and time to conduct full testing to ensure the new transactions and reports support its as-is business operations. Departments need to identify official testers (supervisors/managers) with authority to sign-off on acceptance.

**Go Live Plan – In Planning**

- JUSTIS and Courts will plan go-live and will need support from JUSTIS agencies to script the transition steps and test during go-live

# JUSTIS Advisory Committees

October 2021

# Advisory Committees – Update

## *Architecture and Data Sharing – FY21/22 Workplan*

With the retirement of the mainframe on the horizon, the Committee's work has shifted its focus to completing data-related workplans and tasks to develop the Data Center of Excellence (DCOE)

1. ***Developing Roles and Responsibilities Structure for Data Governance.***
   - *Committee members provide insight on structure and roles*
   - *Will provide recommended structure to Executive Council at next meeting*
2. ***Developed draft language for the Data Governance Scope***
   - *Will provide recommended Scope to Executive Council at next meeting*
3. *FY22: Deep dive into data taxonomy - gaps, fine tune policies on data access*

# Advisory Committees – Updates

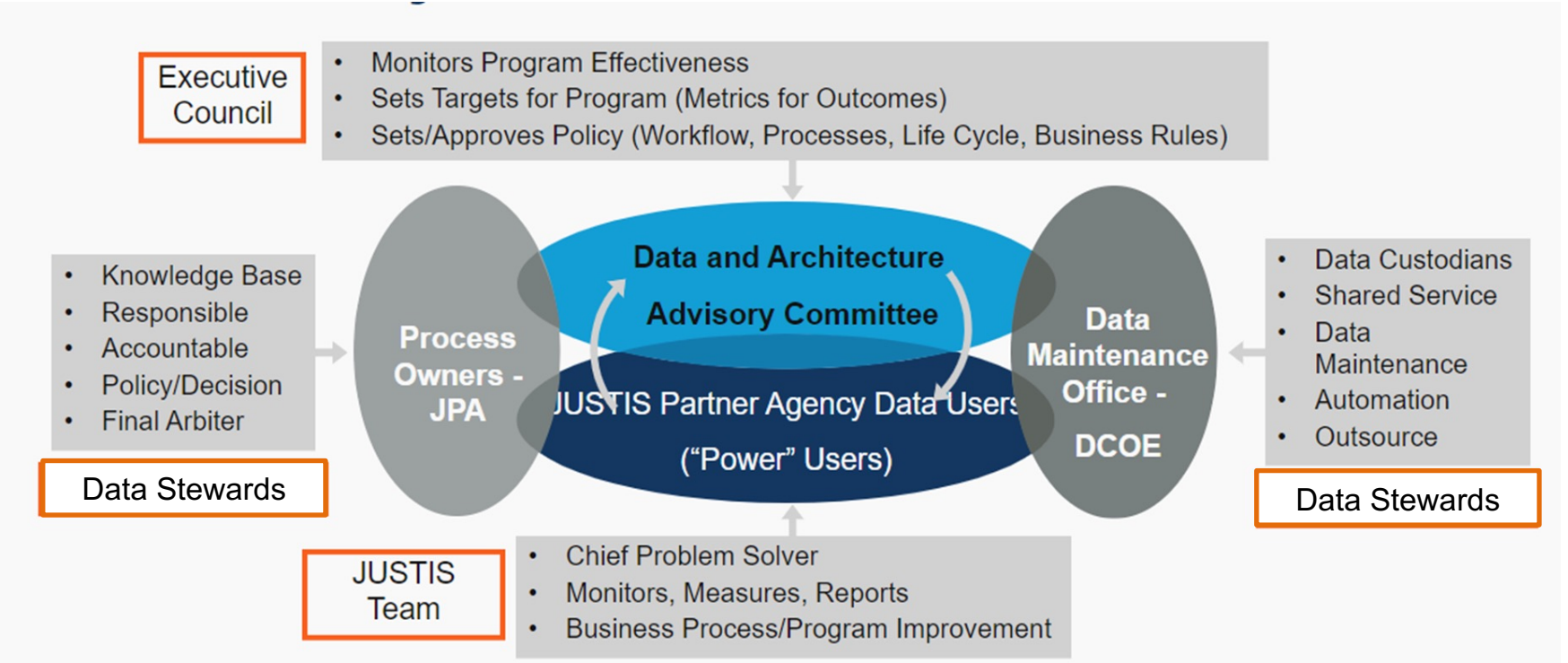
## *Architecture and Data Sharing – Chair Rishma Khimji*

**FY21/22 Workplan cont'd**

4. In collaboration with Performance & Strategy Committee
   - › building a structure that can be shared/used by agencies
   - › building taxonomy, commonality of language and compliance with internal and external rules/laws from other governing bodies
   - › CIBRS and customizing standard to meet needs of agencies Committee is engaged and having productive conversations about data and data governance
   - • Data and Transactions in JUSTIS and agency impacts
5. Working in tandem with C-Track Go Live date to ensure data governance is in place
6. Gartner assisting with facilitating the discussion and standards identification

# Advisory Committees – Update

***Architecture and Data Sharing – Chair Rishma Khimji***



# Advisory Committees – Update

## *Performance and Strategy – Chair Jason Cunningham*

### FY21-22 Goals

Cross system Benefit

1. ~~Establish source and methods for race and ethnicity variables for city-wide KPIs.~~ (Compete)
2. Establish source and methods for crime and case type categories for city-wide KPIs. (Working)

Recidivism

3. Validate and expand Justice Dashboard for tracking subsequent criminal justice contact. (Working)
4. Explore the use and impact of custody holds and processes related to them, establishing cross-departmental protocols and new JUSTIS workflows

Well-Being

5. Expand knowledge about High User Analysis and make recommendations for well-being indicators.

# Advisory Committees – Update

## *Performance and Strategy*

**Crime & Case Type**

- Discussion ongoing to validate how JUSTIS can count crimes/cases (Goal 2) in support of related KPIs. Ties tightly to the validation of the Justice Dashboard and it's migration into the JUSTIS system. (Goal 3)
- Projected draft policy Q3 FY21-22

**Municipal Code table**

- The sub-committee has been unable to locate a municipal code table for county ordinances. Lack of a table will cause standardization issues across datasets.

**MACR Data**

- JUSTIS is looking into data reporting as we cutover from CMS to JUSTIS led MACR reporting

**FY22-23 Planning**

- Begin scoping FY22-23 planning Q3/Q4 FY21-22

# JUSTIS Roadmap
# Executive Briefing

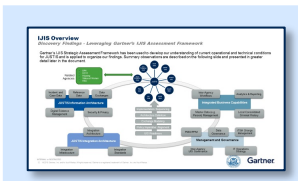
January 13, 2022

# Approach and Methodology

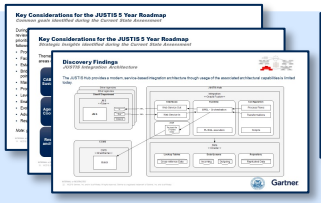
## *Roadmap Development Process*

The **JUSTIS 5 Year Roadmap** is:

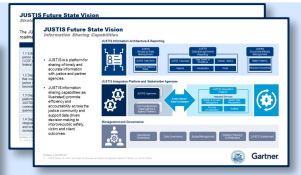
- ✓ **Consensus driven through participation** by **all agencies** to establish objectives, priorities, initiatives and targeted outcomes for criminal justice data sharing in San Francisco
- ✓ Based on input from executives, operational and technical stakeholders across CCSF.
- ✓ Considered perspectives on **best practices**, **technology trends** and **market capabilities**.
- ✓ Defines **accountability** among leadership and delivery groups with **transparent links between business objectives and technology** priorities.



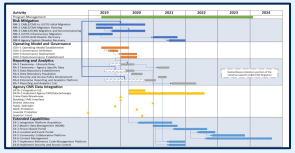
**IJIS Assessment Framework**

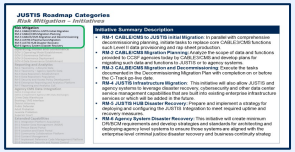


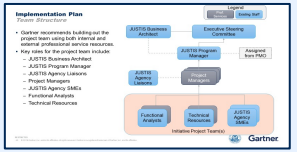
**Current State Assessment**



**Future State Vision**







**JUSTIS 5 Year Roadmap**
**Initiatives, Schedule, Costs and Implementation Plan**

# JUSTIS Future State Vision

***Vision Statement and Drivers***

JUSTIS will provide a platform for sharing of timely and accurate information with justice and partner agencies. JUSTIS information sharing capabilities will leverage modern technology to: improve the quality and consistency of criminal and juvenile justice data, enable the sharing of data between JUSTIS agencies in real-time whenever applicable, deploy robust reporting capabilities regarding the complete life cycle of the local criminal justice[1] system, and drive improvements in public safety outcomes through transparency and inter-agency collaboration.

***Objectives***

- **Data driven decisions** and processes with direct and measurable impact on public safety and quality of life imperatives
- Improve and expand **collaboration** between partner agencies and community based organizations to improve outcomes and reduce recidivism
- Enhanced levels of **transparency and accountability** to all facets of the criminal and juvenile justice processes including **equitable treatment, privacy, and required confidentiality** for all impacted individuals
- Improved **process efficiencies** enabling and reduction of paper based processes thereby enabling staff to focus on high impact interaction with clients and the public
- Enablement of CCSF to fully realize the benefits of current and future **technology innovations in a fiscally responsible and cost-effective manner.**
- A **resilient, secure and reliable** foundation for CCSF data sharing

***JUSTIS Roadmap***

***Planning Priorities***

**Justice Lifecycle Data Consistency**: Enable the understanding of criminal and juvenile justice information across the enterprise

**Reporting**: Modernize, improve or establish (as required) JUSTIS analytics & reporting

**CABLE/CMS**: Define and develop an approach to fully replace existing CABLE/CMS functionality

**Platform Optimization**: Expand usage of the integration platform standards to align with data sharing business needs

**Operating Model**: Provide organizational, resource and change management structures to ensure continuous JUSTIS service

**Governance**: Refresh and establish governance structures to manage inter-agency decisions and responsibilities

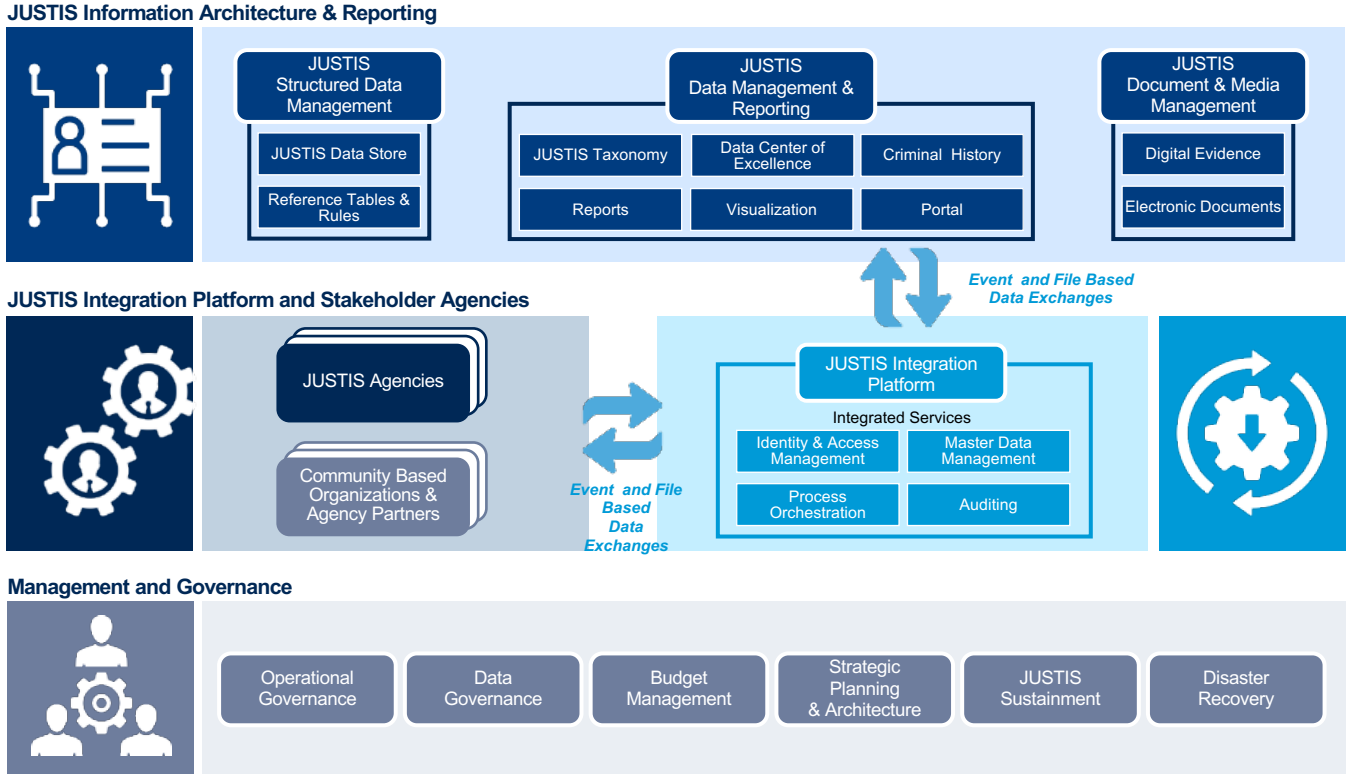
1. Criminal justice is in inclusive of both adult and juvenile justice systems and agencies.

# JUSTIS Future State Vision

## *Information Sharing Capabilities*

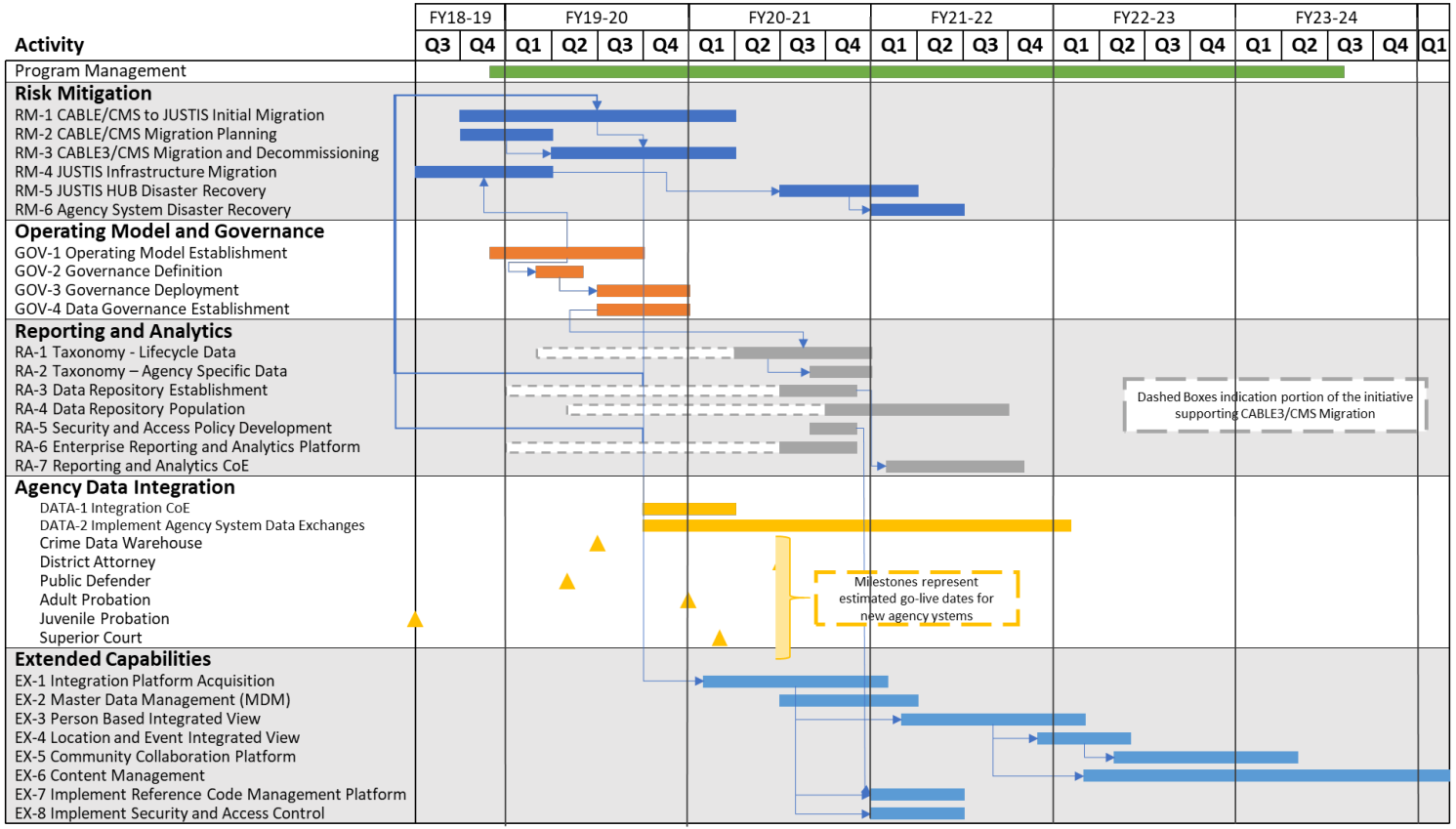
The JUSTIS Future State Vision promotes information sharing by providing the following capabilities:

- Shared definitions, standards, data stores and reporting access
- Common infrastructure for resiliency and integration capabilities serving JUSTIS and partner stakeholders
- Foundational management structures to govern and oversee architectural and operational decisions for current and future JUSTIS needs



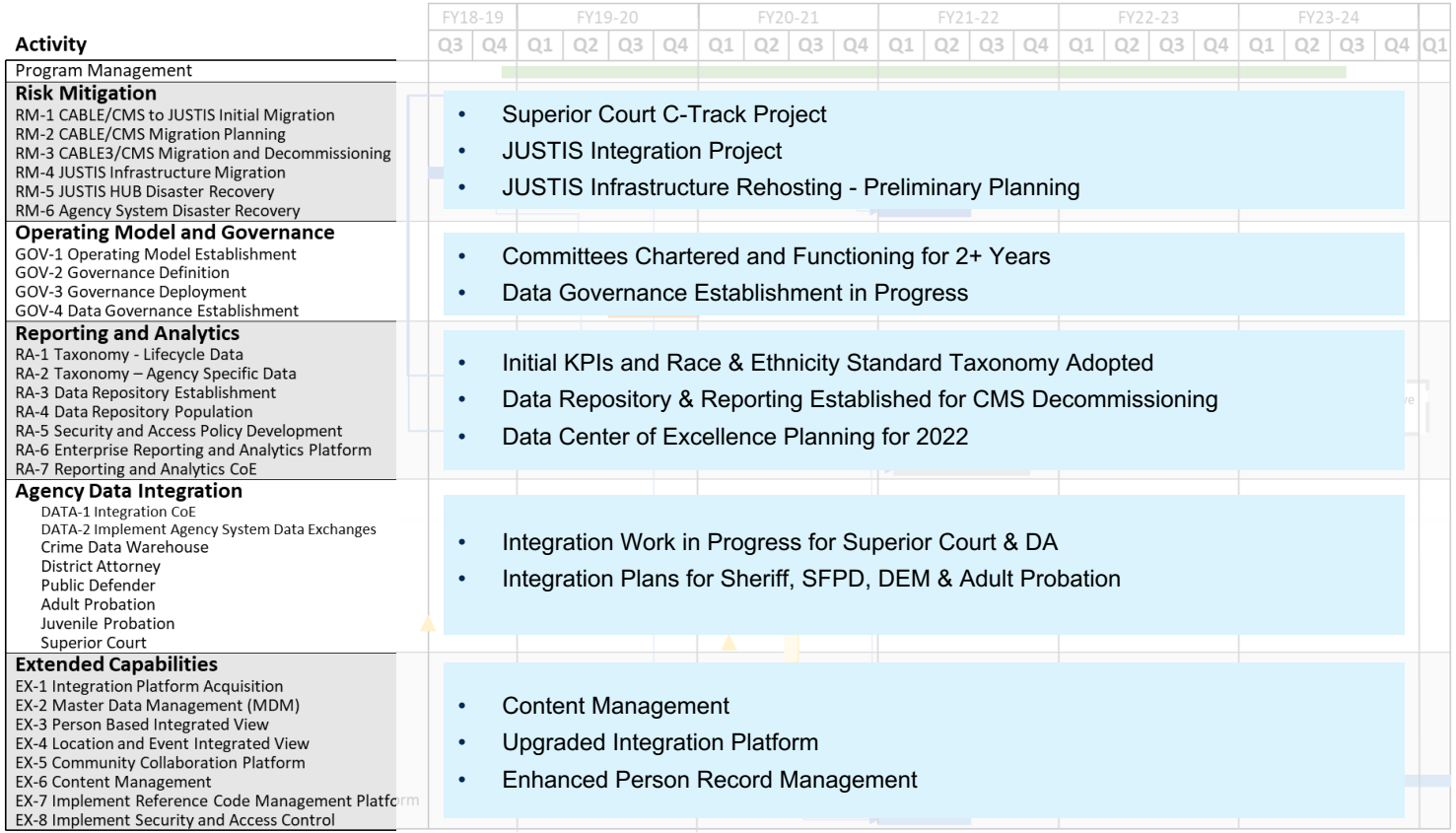
# JUSTIS 5 Year Roadmap

*27 Initiatives*



# JUSTIS 5 Year Roadmap

## *Progress to Date*



# JUSTIS Program Budget Estimates FY22/23

| Data Center of Excellence | FY22/23 |
|---|---|
| IBM Decommissioning | $560,000 |
| Phase 2 API development for Departments | $250,000 |
| Disaster Recovery site for JUSTIS Hub | $70,000 |
| Testing Agency DR recovery | existing staff |
| Upgrade PDR windows environment | existing staff |
| Engineer cloud back-up environment | existing staff |
| Data Center of Excellence (tools and analysts) | $240,000 |
| Gartner meeting support and data governance | $120,000 |
| **Total** | **$1.24M** |

Mainframe Decommissioning FY18-22: $3.8M

# JUSTIS Executive Council

**Next JUSTIS Executive Council Meeting:**
May 3, 2020 @ 2:00-3:00

January 13, 2022

If you have questions please contact:
Linda Gerull, City CIO
Karen Hong, JUSTIS Program Director