



Board of Supervisors

New Legislative Management System

Presentation to COIT Budget & Performance Subcommittee

March 17, 2023



Project Objective

Legislate, Automate, Innovate

- Implement a new, state-of-the art legislative management system
 - Innovate Legislative Drafting Tool for departments to confidentially draft legislative items
 - Create Online Public Portal with a Heat Map for tracking legislative items
 - Achieve integrated agenda, meeting, and minutes management
 - Automate legislative process from submission to codification in the Municipal Code
 - Provide a legislative management system for city boards, commissions, and task forces
 - Serve as a records repository for preserving the last century of the City's legislative history and saving department reports and records associated with each file



Project 5-Year Financial Forecast

SOURCES	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	TOTAL
COIT Allocation	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
COIT Allocation - Contingency		\$ 250,000	\$ 250,000	\$ -	\$ -	\$ 500,000
Non-COIT Funding	\$ 1,592,666	\$ 1,479,196	\$ 1,321,822	\$ 1,360,577	\$ 1,400,494	\$ 7,154,756
Total Sources	\$ 2,592,666	\$ 1,729,196	\$ 1,571,822	\$ 1,360,577	\$ 1,400,494	\$ 8,654,756

➤ Clerk of the Board investment of existing general fund budget in project success
Project Dream Team

Class	Job Title
1492	Assistant Clerk
1093	IT Ops Support Admin III
0931	Chief Information Security Officer
0952	Deputy Director of Administration
0952	Legislative Deputy

Project Experience

- Legislative: 15 years
- IT Project: 20 years

Operating Expense Breakdown

	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
	Amount	Amount	Amount	Amount	Amount	TOTAL
Project Budget						
Salary	\$ 869,762	\$ 895,855	\$ 922,730	\$ 950,412	\$ 978,924	\$ 4,617,683
Fringe	\$ 347,905	\$ 358,342	\$ 369,092	\$ 380,165	\$ 391,570	\$ 1,847,073
Total Personnel	\$1,217,666	\$ 1,254,196	\$1,291,822	\$ 1,330,577	\$ 1,370,494	\$ 6,464,756
Consultant Services	\$1,000,000	\$ 250,000	\$ 250,000			\$ 1,500,000
Software Maintenance & Licensing	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
Servers (Purchased FY 2022-23)	\$ 45,000	\$ 195,000				\$ 240,000
Enterprise Storage System (FY 2022-23)	\$ 200,000					\$ 200,000
Rubrik (in FY 2022-23)	\$ 100,000					\$ 100,000
TOTAL	\$2,592,666	\$ 1,729,196	\$1,571,822	\$ 1,360,577	\$ 1,400,494	\$ 8,654,756



Functional & Technical Requirements

Complete list of requirements gathered with the help of DT Department Head, Linda Gerull, and project maestro, Marco Bruno from -

<u>Stakeholder</u>		<u>Example Feedback Added to Requirements</u>
Subject-matter-expert users in Clerk of the Board		Automate Legislative Process from Submission to Codification
District Offices		Submission of Legislation in the System with a Checklist
Secretaries of city commissions, boards, and task forces		Boards and Commissions System
Members of the public through Voice of the Customer Research		Public Portal with Heat Map for Tracking Legislation
Liaisons from the top ten departments using the current system:		
<u>Departments</u>		
City Administrator	District Attorney	Confidential Legislative Drafting Tool
Airport	Public Health	Platform Independent Accessibility to the Public
City Attorney	Mayor	Enhanced Searching, Querying, and Reporting
Controller	Police	Records Respository of Legislation, Reports, and Contracts
City Planning	Technology	Interfacing to other City IT Systems



Project Success Plan

Consequences of Not Funding	City will be stuck with existing Granicus system. Granicus is currently in breach of contract and has admitted that they will not improve or enhance the existing Granicus system
Change Management Plan	<ul style="list-style-type: none">• Requirements gathered from key stakeholders• Governing Body for advice and communication of project status and decisions made• Confidentiality and contact information privacy policy
<u>Risk #1</u> : Budget Overrun and/or Vendor Delays	<ul style="list-style-type: none">• Implement agenda, meeting, minutes modules; legislative drafting tool; public portal in parallel• Perpetual license to use the existing legislative management system from Granicus• Agile method to closely monitor contractor performance
<u>Risk #2</u> : Project Scope Creep (<i>project deliverables expand beyond original plan</i>)	Scope of work with complete list of functional and technical requirements has already been gathered
<u>Risk #3</u> : Staffing/Capacity for Implementation, Deployment, Training	<u>Training Plan</u> : <ul style="list-style-type: none">• The vendor will be required to write a user manual.• The vendor will provide training to users in Clerk of the Board.• Clerk of the Board staff and vendor will collaborate to provide training to department users.



Questions?

Project Champion:

- Angela Calvillo, Angela.Calvillo@sfgov.org

Project Sponsor:

- Alisa Somera, Alisa.Somera@sfgov.org

Project Managers:

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 - Edward de Asis, Edward.Deasis@sfgov.org
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Office of the District Attorney

Presentation to COIT Budget & Performance Subcommittee

eProsecutor Phase II

March 17, 2023

eProsecutor Phase II

Project Overview

Project Overview – ePro Phase II

- Went live with new Case Management System, eProsecutor, in September 2022 replacing 20+ year old case management system
- Over the 5 years it took to implement this project, workflows and operational needs changed significantly
- As the Department settles in and utilizes this system, IT is engaged in continuous business improvement monitoring, capturing the various gaps or inefficient workflows

Project Overview - ePro Phase II









- Implement “enhancements” improvements to case management system.
 - Address changes in city systems that allow better integration between all systems. There are parts of the business process and data that are managed outside of the case management system.
- Continual Service Improvements
 - Implement system enhancements/improvements to address current inefficiencies, support new business process, system integrations and reporting.
- Meaningful business changes, must haves versus nice to have

Project 5- Year Financial Forecast

	FY 23-24	FY24-25	FY25-26	FY26-27	FY27-28
COIT Allocation	\$125K				
Other Sources	\$282K				
Total Project Funding	\$407K				

High-Level Project Plan

List key project activities in left-hand column, known dates of key milestones in second column, and adjust length/position of blue bars and diamonds to indicate time period/duration for listed activities.

Quarter/FY	Dates of Key Milestones	FY23	FY23	FY23	FY24	FY24	FY24	FY24	FY25	FY26	FY27
		Q2	Q3	Q4	Q1	Q2	Q3	Q4			
Phase #1 Implementation											
Module enhancements											
Module build											
Phase #2 Testing											
Project Testing											
User Acceptance Testing											
Phase #3 Re-Tooling											
Phase #4 Go-Live											

Measuring Project Success

- Key Performance Indicator(s)
 - Efficiencies gained with business process improvements.
 - Internal e-mail plea notifications.
 - Improved integration of information between city agencies.
 - Defense Attorney's submission of discovery through portal.
 - DEM Submission of data from Maverick system.
 - Implementation of 5 to 10 additional data reports.
 - Increased number of daily logins to the system.

Some of the Proposed Phase 2 “Enhancements”

- Web Portal Integration

- DEM Mavericks system – would allow district information to be readily available in system, verse current process of logging into DEM system reviewing information and then entering into SFDA case management system. Manually, transferring the information makes the process susceptible to typos and non-standardization of data, which could also impact the accuracy of any reports.
- Defense submission of discovery – provide defense counsel the ability to upload their discovery directly to SFDA, reducing travel time of dropping off or picking up discovery. Current process requires staff to physically walk or drive to defense offices to retrieve discovery, which can take anywhere from 1hr to 2hrs per trip, pending location, time of day, mode of transportation.

- eMail Alert Notifications

- Probation & Parole Notifications – automated notifications to SFDA staff, based upon court update. This allows SFDA staff to send victim notifications when necessary. Would replace current process of SFDA staff needing to physically monitor probation/parole status of defendant(s).
- Plea Offer Notifications – removes the dependency of an ADA updating case information with plea information and separately needing to send an email to their supervisor informing them of the plea offer. The system is updated, and the information is automatic sent to Supervisor informing them of the plea offer, saving staff time.

Some of the Proposed Phase 2 “Enhancements” (Cont’d)

- Document Templates

- Pre-Trial Release Form – used by Intake ADAs for every custody rebooking packet. Used for making conditions of release at arraignment. Template creates not only a standardize format but also allows for automatic population based upon selected conditions, saving staff time of having to physically write up the requirements.
- Warrant Declaration – create standardize warrant declaration form that can be auto-populated based upon specific information in case management system.

- Reporting

- Victim Services Annual Reporting – add the ability to generate various victim related reports related to services provided by SFDA advocates to victims of crime. Currently, this information is tracked outside of the system on spreadsheets, in which we have to rely on staff updating the spreadsheet(s) and or searching historical records to find the information. Building this functionality into the system will allow for automatic generation of reports.
- Warrant Tracking (Arrest and Search) – add functionality that would allow for the tracking of warrants by type and/or date range. Today, staff rely on case memory (which case(s) most likely had a warrant associated with them, manually search case history and/or reach out to other SFDA staff for information. Adding a search and reporting function to the system will allow staff to be able to generate warrant information in minutes, with a couple clicks of a button.

eProsecutor - Phase II

Risk Mitigation Strategies

Project Risk Management Plan

Potential Risk #1: Budget Overrun and/or Vendor Delays	The Department Governance Team will work to determine the priority of the Phase II items as it may not be possible to complete all items as well as their may be Phase II items that have been resolved with internal support team and/or no longer considered a necessary enhancement. The Department will also work to have a clearly defined SOW along with a mutually agreeable time commitment from the vendor.
Potential Risk #2: Project Scope Creep (<i>project deliverables expand beyond original plan and exceed available resources</i>)	The Department (DAT) already has a cross-functional group of executive leadership, supervisors, managers, and line staff that meet weekly to discuss active projects. It will be this “governance” group’s responsibility to make both technical and business decisions to meet the needs of the organization as well as manage scope creep.
Potential Risk #3: Staffing/ Capacity for Implementation, Deployment, Training	The Department (DAT) already has a cross-functional project team of technical and business subject matter experts (SMEs), along with a knowledgeable project manager that is responsible for the implementation of the eProsecutor case management system. This team will continue to be responsible for managing implementation, testing, documentation and training along with the vendor.

Project Risk Management Plan, Continued

Below, please answer two questions related to a scenario in which your project does not receive funding.

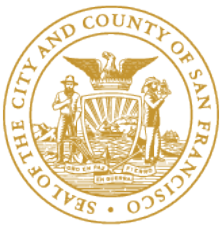
<u>Consequences of Not Funding</u>	<p>The consequences of not doing this project are:</p> <ul style="list-style-type: none">• Suboptimal functionality• Lack of data integration leading to poor reporting and transparency• Inability to appropriately use data to allocate resources and make business decisions• Inconsistent business operations• Duplication of work effort• Non-secured data management
<u>Alternate Plans</u>	<p>There is no alternate plan if this project is not funded. We would have no choice but to live with gaps in the system and continue to utilize inefficient work arounds and solutions outside of the case management system.</p>

Change Impact Assessment

Purpose: This template can help you determine the degree and complexity of change your project entails. It also brings focus to who and what is impacted, which can sharpen your plans for communication and training.

Impact Analysis	
Dimension of Change	Description of the change
Operational Impact	Workflows/processes will be impacted by simplifying with automatic notifications, reporting, etc. replacing current manual processes.
Policy & Management Impact	This project will not require any change in current DAT policies.
Impact to Specific Roles/Teams, Departments, Residents	This new project will not change the role or responsibility of DAT staff, just how they perform their role. It is expected that there will be a learning curve for all, as it will be a new process but in the long run will eliminate current frustration and stress of DAT staff. There will be a slight impact to our business partners, but overall will improve inter-department interaction streamlining business processes and standardization of information, improving reporting data.

Questions?



Office of the District Attorney

Presentation to COIT Budget & Performance Subcommittee

Electronic Subpoena Project

March 17, 2023

Electronic Subpoena Project

Project Overview

Project Overview – Electronic Subpoena Project

- The Office of the District Attorney issues over 50,000 subpoenas (and re-subpoenas) annually to law enforcement (including sworn and non-sworn personnel), medical professions (doctors, nurses, EMTs), experts, custodians of record for businesses/agencies, and civilians
- Problem Statement
 - The current system of issuing and tracking subpoenas utilizes a cumbersome and ad hoc process that includes SharePoint, eProsecutor, Outlook, SFDA website (for posting our Jury Trial status, the civilian and officer check-in page), printing, mailing and manually calling subpoenaed persons
 - Department is seeking a simple integrated solution that can manage most/all issued subpoenas in one place and save substantial staff time on subpoena processing.

Project Overview - Electronic Subpoena Project

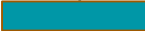







- Implement a real-time subpoena solution
 - Tracks subpoenas and puts them in your calendar
 - Update subpoenas immediately and communicate new or continued subpoena dates
 - Provides immediate confirmation of subpoena status
 - Provides call offs and subpoena updates anywhere via mobile devices
- Subpoenaed personnel efficiencies
 - Streamlines and improves the subpoena process, combining multiple processes into an integrated app
 - Ability for multiple people to view status of subpoena
 - Communicate changes in court information via app
 - Ability to quickly and efficiently tailor the software for specific business needs

Project 5- Year Financial Forecast

	FY 23-24	FY24-25	FY25-26	FY26-27	FY27-28
COIT Allocation	\$282K	\$123K			
Other Sources	\$401K	\$274K			
Total Project Funding	\$683K	\$397K			

High-Level Project Plan

List key project activities in left-hand column, known dates of key milestones in second column, and adjust length/position of blue bars and diamonds to indicate time period/duration for listed activities.

Quarter/FY	Dates of Key Milestones	FY23	FY23	FY23	FY24	FY24	FY24	FY24	FY25	FY26	FY27
		Q2	Q3	Q4	Q1	Q2	Q3	Q4			
Phase #1 Integration											
ePro Integration											
Website Integration				 							
Phase #2 Testing											
SFDA Internal Testing					 						
Phase #3 Roll-out											
SFDA Investigators											
JUSTIS Partners											

Measuring Project Success

- Key Performance Indicator(s)
 - Number of deployed licenses
 - Number of subpoenaed personnel appearing in court
 - Reduction in number of mailed subpoenas
 - Reduction in time of SFDA staff manually having to call subpoenaed personnel

Other Relevant Information Dept Wants to Share

- We have already investigated possible solutions with iSubpoena being the solution of choice.
 - Currently in use in the following counties: Butte County, Calaveras, Glenn, Madera, Monterey, San Luis Obispo, Santa Cruz, Shasta, Tehama, Tulare, and Yuba.
 - Pending: Napa, Marin, Solano, South Gate (City), San Joaquin, and Kings.
- We have had high-level conversations with our JUSTIS partners.
 - Adult Probation, Sheriff, and Police
- We expect the solution to save time and money
- Large impact for the dollar investment

Electronic Subpoena Project

Risk Mitigation Strategies

Project Risk Management Plan

<u>Potential Risk #1:</u> Budget Overrun and/or Vendor Delays	There is always a risk of budget overrun, as we don't know what we don't know. However, we will look to minimize this possibility with a clearly defined statement of work with vendor commitment to complete the work in an agreed upon timeline in advance of stating the project.
<u>Potential Risk #2:</u> Project Scope Creep (<i>project deliverables expand beyond original plan and exceed available resources</i>)	The Department (DAT) already has a cross-functional group of executive leadership, supervisors, managers, and line staff that meet weekly to discuss active projects. This "governance" group's responsibility is to make both technical and business decisions to meet the needs of the organization as well as manage scope creep.
<u>Potential Risk #3:</u> Staffing/ Capacity for Implementation, Deployment, Training	The Department (DAT) already has a cross-functional project team of technical and business subject matter experts (SMEs), along with a knowledgeable project manager that is responsible for the implementation of the eProsecutor case management system. This team will continue to be responsible for managing implementation, testing, documentation and training along with the vendor.

Project Risk Management Plan, Continued

<u>Consequences of Not Funding</u>	<p>The consequences of not doing this project are:</p> <ul style="list-style-type: none">• DAT staff will continue to work inefficiently in several ad hoc systems cobbled together to issue subpoenas• DAT staff will continue to manually update court calendar information on Department website• DAT staff will continue to manually call officers served to appear in court for confirmation of receipt of subpoena as well as provide updated dates, times and location• DAT staff will continue to mail some subpoenas and email other subpoenas• Witnesses will continue to utilize inefficient processes to understand status of subpoenas• DAT attorney staff will continue to be blind to the status of their subpoenaed witness
<u>Alternate Plans</u>	<p>There are no alternate plans for this project. Department will continue to function in a less than ideal environment for issuing subpoenas.</p>

Change Impact Assessment

Impact Analysis	
Dimension of Change	Description of the change
Operational Impact	Workflows/processes will be impacted by automating some of the current manual processes such as calling subpoenaed officers to confirm their receipt of subpoena and/or update information related to their subpoenaed court information (i.e., date, time, location).
Policy & Management Impact	This project will require the District Attorney to work with its law enforcement partners on modifying any General Orders/policies for subpoena service. This may involve coordinating with DHR to engage in meet and confer with labor.
Impact to Specific Roles/Teams, Departments, Residents	This new project will not change the role or responsibility of DAT staff, just how they perform their role. It is expected that there will be a learning curve for all, as it will be a new process but in the long run will eliminate the current frustration and stress of DAT staff. There will be a slight impact to CCSF Officers (i.e., DAT Investigators, APD, SHF and POL) as they will be expected to use the application that will be installed on their currently issued department mobile device as well as respond to subpoena via their device, which will also integrate with a court calendar.

Questions?



SAN FRANCISCO POLICE DEPARTMENT

Presentation to COIT Budget & Performance Subcommittee



3 SFPD Projects

- ✓ NIBRS-Compliant RMS (Records Management System)
- ✓ HRMS PeopleSoft to the Cloud
- ✓ Recruitment Tool

Presented by
Will Sanson Mosier, CIO
Jim Shields, Director
Friday, March 17, 2023

Project Overview

Project Overview

- **Problem Statement**

1. **NIBRS RMS**: CDW does not meet federal/ state standards
2. **HRMS**: If on-prem servers fail, Police payroll will be severely jeopardized
3. **Recruitment**: Labor-intensive, manual process & tracking

- **Project Objective**




1. **NIBRS RMS**: To meet FBI mandate of NIBRS compliancy
2. **HRMS**: Move to Cloud to replace on-prem that is no longer supported
3. **Recruitment**: Automate with a streamlined software solution

Project 5- Year Financial Forecast

	FY 23-24	FY24-25	FY25-26	FY26-27	FY27-28
<u>COIT Allocation</u>					
NIBRS RMS	\$0	\$9.5M	\$7.6M	\$0	\$0
HRMS	\$200K	\$0	\$0	\$0	\$0
Recruitment	\$200K	\$0	\$0	\$0	\$0
<u>Other Sources</u>					
NIBRS RMS	\$8.0M	\$0	\$0	\$0	\$0
HRMS	\$0	\$0	\$0	\$0	\$0
Recruitment	\$0	\$0	\$0	\$0	\$0
<u>Total Project Funding</u>					
NIBRS RMS	\$8.0M	\$9.5M	\$7.6M	\$0	\$0
HRMS	\$200K	\$0	\$0	\$0	\$0
Recruitment	\$200K	\$0	\$0	\$0	\$0

Project Update (For Active Projects)

Total Project Cost (COIT + Other)	Total COIT Funding To Date	Total COIT Request for FY23-28	Total Non-COIT Sources of Funding	Total Spent	Remaining Balance (Total Project)
NIBRS \$32.2M	\$0	\$17.1M	\$15.1M	\$5.7M	\$26.5M
HRMS \$750K	\$550K	\$200K	\$0	\$550K	\$200K
Recruitment \$680K	\$480K	\$200K	\$0	\$54	\$626K

	Status	NIBRS		HRMS		Recruitment	
Schedule		Begin Date	FY23, Q3		FY23, Q3		FY23, Q3
		End Date	FY26, Q3		FY25, Q2		FY24, Q3
		% Complete	15%		10%		10%
Scope		NIBRS RMS HRMS Recruitment					
Budget		NIBRS RMS HRMS Recruitment					

Project Update

- Milestones / Accomplishments

- 1. **NIBRS RMS:**

- 1. CentralSquare signed/ executed Agreement – DEC 2022
 - 2. Started infrastructure planning and purchasing for cloud/ on-prem build

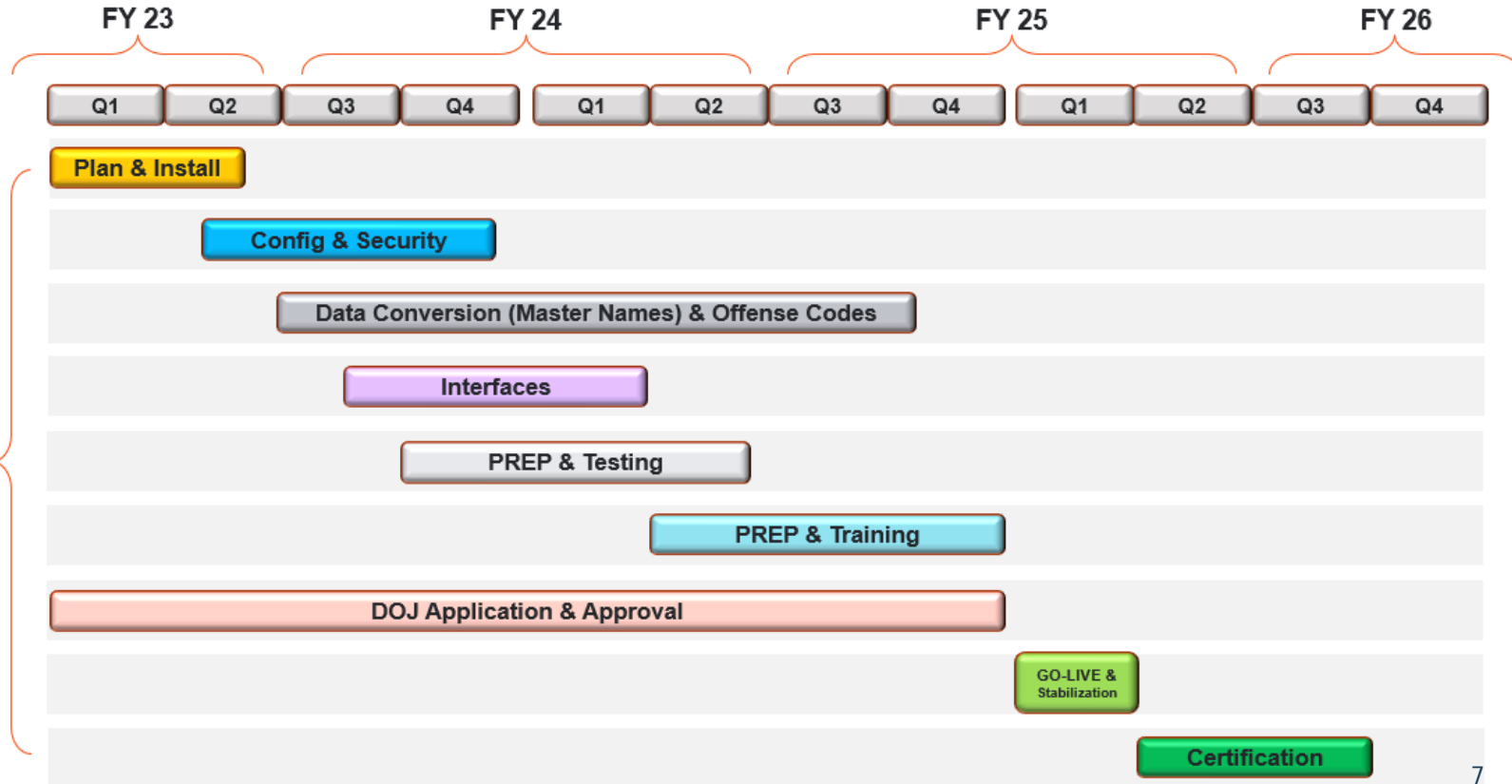
- Planning/ scoping performed to-date

- 2. **HRMS**: Assessing requirements for publishing RFP

- 3. **Recruitment**: Contract under review by Fiscal, then City Attorney

High-Level Project Plan

NIBRS RMS



High-Level Project Plan

Quarter/FY	FY 23	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24	FY 25	FY 26	FY 27
	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
HRMS										
Research & Design										
RFP to Contract										
Implementation										

Recruitment										
Research & Design & User Experience										
Contract										
Implementation										

Measuring Project Success

- Key Performance Indicator(s)
 1. **NIBRS RMS**: < 3% error rate on State crime data submittals
 2. **HRMS**: Able to process Payroll in cloud w/ o interruption; testing results will be used to measure Go- Live readiness
 3. **Recruitment**: 30% manhours reduction to process a recruit

Risk Mitigation Strategies

Project Risk Management Plan

<u>NIBRS RMS #1 Risk</u>	<u>Resource availability for key activities of Workshops & Training</u> Risk Mitigation: Adjust Project Schedule to match resource availability
<u>HRMS #1 Risk</u>	<u>Significant delay in funding</u> Risk Mitigation: Close monitoring to ensure infrastructure limits are not breached
<u>Recruitment #1 Risk</u>	<u>No funding</u> Risk Mitigation: Continue with existing labor-intensive process & tracking

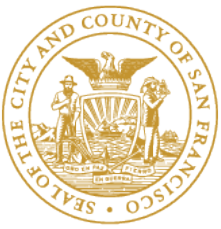
Project Risk Management Plan, Continued

<u>Consequences of Not Funding</u> NIBRS RMS HRMS Recruitment	<p>Grant funds for services not rendered must be returned to the Feds (~\$3M) Until funding is received, San Francisco crime data will not appear in the annual FBI publication of <i>Crime in the US</i> Potential loss of Federal Grant eligibility due to non-compliance with NIBRS</p> <p>Unable to process Police payroll due to server failure Manual payroll processing required similar to Oakland predicament</p> <p>Continue with labor intensive process & tracking</p>
<u>Alternate Plans</u>	<p>Please describe what your back-up plan would be in the case that this project is not funded.</p> <p>All 3 projects require funding to meet its objectives:</p> <p>NIBRS RMS: Continue with CDW Summary-based Reporting that does not meet the FBI mandate</p> <p>HRMS: Continue with the existing on-prem solution</p> <p>Recruitment: Continue with the current labor intensive process & tracking until funds are secured</p>

Change Impact Assessment

Impact Analysis	
Dimension of Change	Description of the change
Operational Impact	<p>NIBRS RMS: Project will have a major impact on Police as many workflows and business processes will have various degrees of change</p> <p>HRMS: Project will have medium impact on Police in the 'look and feel' of an upgraded solution that is in the cloud</p> <p>Recruitment: Project will have medium impact on Recruitment due to a manual workflows being replaced by a system</p>
Policy & Management Impact	<p>NIBRS RMS: Project will have a major impact on Police as many workflows and business processes will have various degrees of change; assessment of policy impact will be part of the project; not relevant to surveillance technology; CRA approved</p> <p>HRMS: No policy and management impact expected; not relevant to surveillance technology; will be CRA approved</p> <p>Recruitment: No policy and management impact expected not relevant to surveillance technology; will be CRA approved</p>
Impact to Specific Roles/Teams, Departments, Residents	<p>NIBRS RMS: Project will have a major impact on how Police Incident Reports are processed due to NIBRS requirements and a complete UI change; training and refresher training required as well as communication to officers on upcoming changes leading up to the training; no impact to residents</p> <p>HRMS: Project will require training due to the UI change and potential workflow changes – both sworn and backoffice staff; no impact to residents</p> <p>Recruitment: Project will require training due to a manual process being replaced by an automated process; potential workflow changes; no impact to residents</p>

Questions?



Paul Miyamoto



Presentation to COIT Budget & Performance Subcommittee

Case Management System - JMS

Martin Okumu – CIO

Project Overview

Project Overview

- Problem Statement

- To replace the current jail management case system used to manage incarcerated persons and persons released by the courts.
- The current case system is limited by functional, operational and architectural capabilities required to efficiently and effectively manage jail operations.




- Project Objective

- To improve government accountability and city operations that are efficient and cost effective, minimize legal and security risks and improve cross-agencies data sharing.

Project 5- Year Financial Forecast

	FY 23- 24	FY24- 25	FY25- 26	FY26- 27	FY27- 28
COIT Allocation (FY23+PH) + Raise By \$215, 640	\$4,617,484	\$4,617,484	\$150,000	\$150,000	\$150,000
Other Sources (Current contract + new SOW Amt.)	\$7, 242,488	\$7, 242,488	\$7, 242,488	\$7, 242,488	\$7, 242,488
Total Project Funding	\$11, 859,972	\$11, 859,972	\$7,392,488	\$7,392,488	\$7,392,488

Project Update

Total Project Cost (COIT + Other) (Current DXC/ Harris JMS Contract + PO)		Total COIT Funding To Date		Total COIT Request for FY23-28	Total Non- COIT Sources of Funding	Total Spent (MYR)	Remaining Balance (Total Project)
\$14,169,494 (Total+Amt Spent)		\$1,280,085		\$4,617,484 (\$4,186,204+\$431,280)	\$14,484,976	\$677,000	\$(2,380,420) INV. Pending
	Status	Comment					
Schedule		Begin Date	Q2 2023	<ul style="list-style-type: none">Phase 1 -10 MonthsContracts Negotiations – Est. 10 Months.Phase 2 - Est. 19 months			
		End Date	Q2 2025				
		% Complete	25.64%				
Scope		<ul style="list-style-type: none">The Project schedule is estimated at 19 months beginning with the Project Kickoff.The Project will commence at a mutually agreed time following the execution of the SOW.As all entries in the Project Schedule are only estimates, the parties mutually may adjust the Project Schedule as they deem appropriate.					
Budget		<ul style="list-style-type: none">9.2.1- Billing Schedule Services provided under this SOW will be performed on a fixed fee basis. Subject to the terms set forth herein, the fixed fee amount of COIT+MYR+ SOW Amt. will be invoiced.					

Project Update

- **Milestones / Accomplishments for active projects**
 - **Phase 1** – 08/21 to 05/22 (Completed)
 - **Phase 2**- 07/2022- Present (In contracts Negotiations)
 - The Project Timeline will be 19 Months from the date the contract is signed

Project Overview –Phase 1



Executive Summary

Schedule	Scope	Financial	A/R	Overall
				100% Complete
Legend:	On Track	At Risk	Attention	

Deliverables / Milestones	Owner	Due Date	Completed Date	Status
Project Initiation – Project Kickoff	SFSO/DXC	8/24/2021	8/24/2021	C
Project Schedule	DXC	9/16/2021	10/01/2021	C
Project Management Plan (PMP)	DXC	9/27/2021	11/12/2021	C
Training Plan	DXC	10/21/2021	11/12/2021	C
D365/O360 Installation	DXC	12/10/2021	1/11/2021	C
Data Migration Plan	DXC	1/28/2022	1/26/2022	C
Interface Plan	DXC	1/28/2022	1/26/2022	C
Requirements Traceability Matrix (RTM)	DXC	2/11/2022	2/28/2021	C
Conceptual Designs	DXC	3/22/2022	4/18/2022	C
Scope and Requirements Plan	DXC	4/05/2022	4/18/2022	C
Change Request CR02 PreBooking Discovery	DXC	4/12/2022	5/12/2022	C

- Phase 2 SOW – In progress and targeted to hand over to SFSO June 1st

Deliverable Legend:	On Track	At Risk	Attention	Completed
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Contracts Milestone - # 1000026487

Milestones	Deliverable
<ul style="list-style-type: none"> OCA issues a request to proceed (RTP) 	6/27/2018 – SHF received OCA approval to piggyback on ADP’s contract with Tribridge for Offender360 Management System. During contract negotiations for an evaluation license, Tribridge was acquired by DXC Technology Company.
<ul style="list-style-type: none"> Sheriff partners with DXC for pre-evaluation. 	9/1/2019 - SHF entered into an agreement with DXC to evaluate Offender360 Jail Management System license for 12-months. SHF had to revise the contract which was initially signed by Tribridge on 4/16/19 to reference DXC.
<ul style="list-style-type: none"> Sheriff partners with DXC. Phase 1 of the project started 	6/1/2021 – Following the 12-month evaluation, SHF elected to enter into a Software License Agreement with DXC, under Contract No. 1000021389, to replace the Sheriff’s legacy Jail Management System with Offender360. 5/2022 – Phase 1 is completed
<ul style="list-style-type: none"> Divestiture b/t DXC and Harris takes place 	7/1/22 – Harris acquires the Offender360 jail management software solution from DXC Technology Company
<ul style="list-style-type: none"> City Attorney’s Office reviews the Novation Agreement contract 	12/31/2022 – The Sheriff’s office City attorney was reviewing the Novation agreement. In February 2023 , a determination was made by the CAT’s office to use the Re-assignment and Assumption Agreement.
<ul style="list-style-type: none"> The City Attorney’s Office is reviewing the contract 	3/17/23 – The Sheriff and Harris are working with the City Attorney to transfer the contract through the Re-assignment and Assumption Agreement.

High-Level Project Plan

Project schedule is estimated at 19 months beginning with the Project Kickoff. The Project will commence at a mutually agreed time following the execution of this SOW and the City Contract Agreement

SFSO JMS Phase 2 High Level Plan	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19
Initiation																			
Data Migration																			
Interfaces																			
Interface Requirements																			
Architecture																			
Interface Design																			
Interface Build																			
Interface System Testing																			
Interface Integration Testing																			
O360 Sprints (Define & Build)																			
Sprint 1: Organizations																			
Sprint 2: Prebooking																			
Sprint 3: Intake & Booking																			
Sprint 4: Property																			
Sprint 5: Classification																			
Sprint 6: Jail Operations																			
Sprint 7: Incidents/Disciplinary																			
Sprint 8: Legals & Sentence Calculation																			
Sprint 9: Programs																			
Sprint 10: Schedules & Movements																			
Sprint 11: Housing & Bed Management																			
Sprint 12: Release																			
Sprint 13: Custom Reporting																			
Validate (Test)																			
System Test																			
Performance Test																			
User Acceptance Test (UAT)																			
T-3 Training																			
Training Materials																			
Classroom Training																			
End User Training Support																			
Deploy																			
Production Load																			
Interface Cutover																			
Transition																			
Post Go-Live Support																			

Service Fee Billing Milestone

9.2.1 Billing Schedule Services provided for Phase 2 will be performed on a fixed fee basis. Subject to the terms set forth herein,

Project Milestones	Acceptance Criteria	Milestone Amt	Deliverable Due Date
Initiation - Project Schedule	Project Schedule Complete	\$67,350.00	Month 1
Initiation - Training Strategy	Training Strategy Complete	\$67,350.00	Month 1
Sprint 1: Organizations	Sprint 1: Organizations Complete	\$67,350.00	Month 2
Sprint 2: Prebooking	Sprint 2: Prebooking Complete	\$67,350.00	Month 2
Data Migration Preliminary Engagement	Data Migration Preliminary Engagement Complete	\$134,700.00	Month 2
Interface Requirements	Interface Requirements Complete	\$134,700.00	Month 3
Interface Architecture	Interface Architecture Complete	\$67,350.00	Month 3
Sprint 3: Intake & Booking	Sprint 3: Intake & Booking Complete	\$67,350.00	Month 3
Sprint 4: Property	Sprint 4: Property Complete	\$67,350.00	Month 4
Sprint 5: Classification	Sprint 5: Classification Complete	\$67,350.00	Month 4
Sprint 6: Jail Operations	Sprint 6: Jail Operations Complete	\$67,350.00	Month 5
Sprint 7: Incidents/Disciplinary	Sprint 7: Incidents/Disciplinary Complete	\$67,350.00	Month 5
Data Migration: Sprint 1	Data Migration: Sprint 1 Complete	\$269,400.00	Month 5
Interface Design	Interface Design Complete	\$134,700.00	Month 5
Sprint 8: Legals & Sentence Calculation	Sprint 8: Legals & Sentence Calculation Complete	\$67,350.00	Month 6
Sprint 9: Programs	Sprint 9: Programs Complete	\$67,350.00	Month 7
Data Migration: Sprint 2	Data Migration: Sprint 2 Complete	\$202,050.00	Month 7
Sprint 10: Schedules & Movements	Sprint 10: Schedules & Movements Complete	\$67,350.00	Month 8
Interface Build	Interface Build Complete	\$269,400.00	Month 8
Sprint 11: Housing & Bed Management	Sprint 11: Housing & Bed Management Complete	\$67,350.00	Month 9
Data Migration: Sprint 3	Data Migration: Sprint 3 Complete	\$202,050.00	Month 9
Sprint 12: Release	Sprint 12: Release Complete	\$67,350.00	Month 10
Sprint 13: Custom Reporting	Sprint 13: Custom Reporting Complete	\$67,350.00	Month 11
Data Migration: Sprint 4	Data Migration: Sprint 4 Complete	\$202,050.00	Month 11
Interface System & Integration Testing	System & Interface Testing Complete	\$336,750.00	Month 13
Data Migration: Sprint 5	Data Migration: Sprint 5 Complete	\$202,050.00	Month 13
Data Migration: Dry Run	Data Migration: Dry Run Complete	\$134,700.00	Month 14
Validate: System Functional, Performance, UAT	Validate: System, Performance, UAT Complete	\$202,050.00	Month 14
T-3 Training	T-3 Training Complete	\$134,700.00	Month 16
Deploy - Production Load	Deploy - Production Load Complete	\$134,648.00	Month 18

Measuring Project Success

- Key Performance Indicator(s)
 - How will you measure success? The office intends to use data analytics to measure performance. Examples of key indicators include.
 - The percentage of the time it takes to complete a booking
 - The percentage of the time it takes to complete milestones credits entry
 - The percentage of the time it takes to complete discipline requests

Business Decisions- Contract # 1000026487

Project	Decision	Date
Phase 2 FY22-23 and FY 23-24 COIT Budget Presentation	• Approved with Funding	• April 1 st , 2022 (Completed)
Phase 1 Project	• Deliverables Signed-off	• June 2022 (Completed)
Phase 2 FY23-34 Budget	• COIT GF Request Presentation	• 3/17/2022 (Started)
Phase 2 Contract –Novation Contract Amendment	• Pending CAT-Harris Review • Pending OCA Review	• In progress (Started) • (Not started)
Approvals from the Mayor's Budget, COIT, CAT and OCA	• Authorization to proceed	
PSC/ CSC Submission	• Pending CSC Hearing	• Not started
Notice to Proceed	• Contractor Notification	• Not started
Project Implementation	• Phase 2 Project kick-off	• Not started

Other Department Information

Sample Offender360 Dashboard

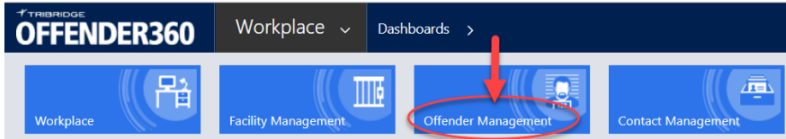
1. OFFENDER MANAGEMENT

1.1. Search

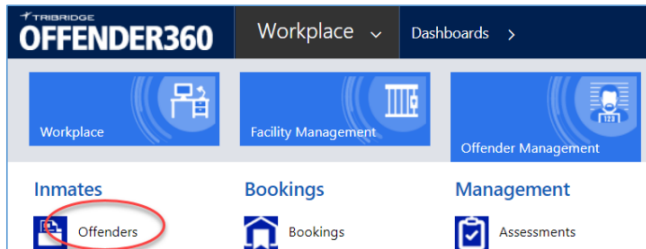
Easily search for an Offender by using the out of the box search functionality for Active or Inactive record in the system. Search criteria can be by any part of a name, Date of Birth, Alias, or any portion of a description. For example "dragon" if there is a scar, mark or tattoo defined as "dragon."

1.1.1. Search for an Offender

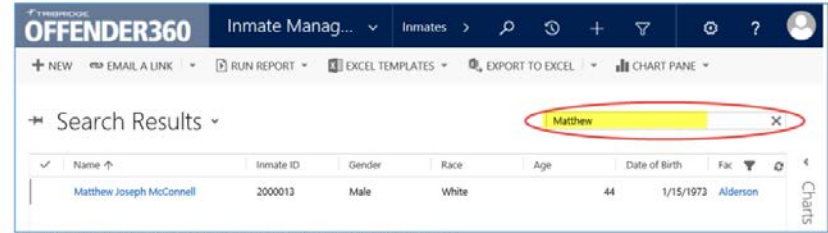
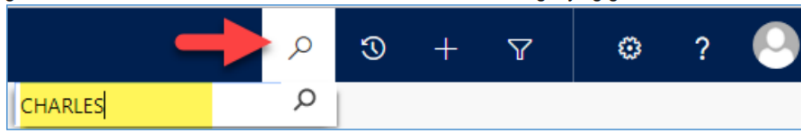
1. Navigate to main menu → Offender Management (known as menu ribbon)



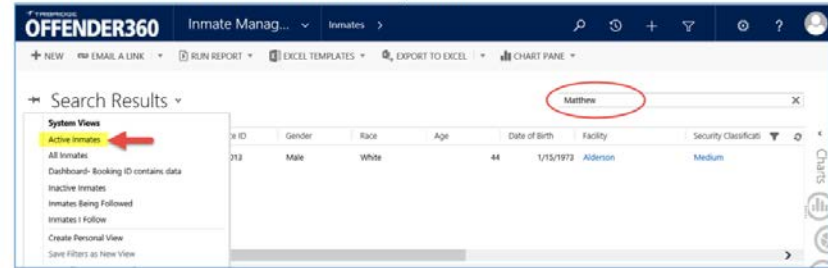
2. Navigate under Offender Management and click on Offenders Icon to select Offenders and search for a record or create a new record.



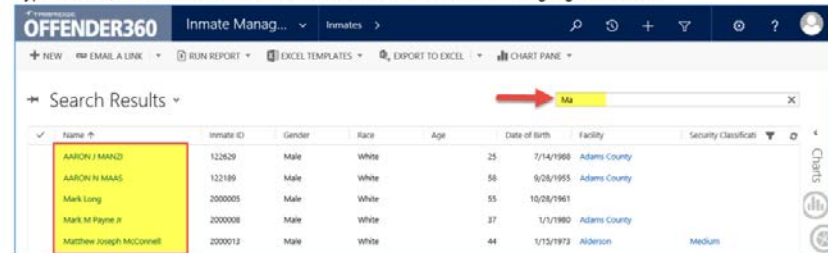
3. From the main ribbon menu, type information in the Search for records box to find an Offender, go to the Active Offenders and use the Search for records magnifying glass.



- Click Active Offenders from the Search Results drop down



- Type a letter, name or wildcard in the Search box – as circled and highlighted below



Comparative Research

- Maricopa County Sheriff's Office, Arizona
- King County Sheriff's Office in Seattle
- Joachim county, CA

Project Staffing Chart

DXC/Harris Corrections Resources	SFSO Resources
Project Manager	Programs Manager
Solutions Architect	SFSO, DT, DEM
Consultant	DT, Sheriff Units, CSSA, City Partners
Organizational Change Consultant	Senior Leadership
Technical Architect/Lead Developer	SFSO, DT, DEM
Developer	SFSO, DT, DEM
Business Analyst/Tester	SFSO Units
Senior Leadership	Senior Leadership
Support Consultant	DOJ

Risk Mitigation Strategies

Project Risk Management Plan

<u>Potential Risk # 1:</u> Budget Overrun and/ or Vendor Delays	<u>Your Plan to Prepare for/ Mitigate this Risk</u> <ul style="list-style-type: none">• Use contract language to control the costs and mitigate risks• Maintain a fixed billing schedule with 10- 20% deliverables holds• Implement change management in the project
<u>Potential Risk # 2:</u> Project Scope Creep (<i>project deliverables expand beyond original plan and exceed available resources</i>)	<u>Your Plan to Prepare for/ Mitigate this Risk</u> <ul style="list-style-type: none">• Review the requirements and deliverables documents• Create a steering committee to review project status and performance• Track and respond to changes through the risk register• Use the 5s strategy (sort, set, shine, standardize and sustain) to solve issues as they happen.
<u>Potential Risk # 3:</u> Staffing/ Capacity for Implementation, Deployment, Training	<u>Your Plan to Prepare for/ Mitigate this Risk</u> <ul style="list-style-type: none">• Seek leadership help and support in detailing staff specialized in various project sections• Continue to hire and detail SFSO support staff to support the project• Maintain a resource management plan to track capacity utilization• Make training mandatory component of the project

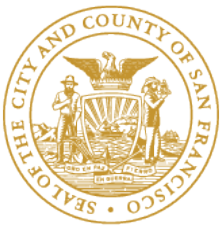
Project Risk Management Plan, Continued

<u>Consequences of Not Funding</u>	<ul style="list-style-type: none">• Risk of department and cross-agency loss of data• Legal binding contract disputes and consequences• The current case system has no entity relationship diagram (ERD)• Economies of scale• Risk of losing critical infrastructure to hardware, systems or cyber attacks• Places Public safety at risk of loss of life• Risk of legal and compliance issues
<u>Alternate Plans</u>	<ul style="list-style-type: none">• Accept the risks with implications (Govt. accountability, data Integration and sharing, legal and compliance, failed infrastructure, economies of scale, operational inefficiencies and reporting)

Change Impact Assessment

Impact Analysis	
Dimension of Change	Description of the change
Operational Impact	<p>How will workflows/processes be impacted?</p> <ul style="list-style-type: none"> Improved information and data exchange, improved functional and operational efficiencies, improve government accountability, city operations that are efficient and cost effective, build a resilient infrastructure, meet mandatory compliance, improved risk posture
Policy & Management Impact	<p>Will the project's implementation require the introduction of a new surveillance technology policy or cybersecurity strategy? Or changes in Management Strategies? (e.g. adjustments to org. chart to reflect new/shifting responsibilities caused by project?) Please discuss.</p> <ul style="list-style-type: none"> The project will require the Cal DOJ architecture and security approvals (Sheriff is the DOJ sponsor that supported the CMS decommissioning) Governance -the system will be implemented in the City government cloud that will result in architectural design and management changes
Impact to Specific Roles/Teams, Departments, Residents	<p>Describe the impact the project will have on various employees, teams, other departments, or residents. Please consider whether the new technology could generate frustration or opposition from end users, perhaps due to the need to change methods of conducting business and/or because of a learning curve for mastering the new technology.</p> <ul style="list-style-type: none"> Complete pre-bookings and enter buffin information timely Enter and see all charges/subsequent charges on the same screen at once Support ADA functional requirements Reduce the amount of time it takes to enter milestones credits by pre-trial/OR staff

Questions?



Paul Miyamoto



Presentation to COIT Budget & Performance Subcommittee

Case Management System - RMS

Martin Okumu – CIO

Project Overview

Project Overview

- Problem Statement

- Nationwide FBI mandate to implement NIBRS to provide more useful statistics to promote constructive discussion, measured planning, and informed policing
- Improve the overall quality, accuracy and timeliness's of crime data collected.

- Project Objective




- Quickly see the bigger picture in an incident
- Identify patterns in crime in a timely manner
- Fight crime more effectively

Project 5- Year Financial Forecast

	FY 23-24	FY24-25	FY25-26	FY26-27	FY27-28
COIT Allocation	\$500,000	\$500,000			
Other Sources			\$160,000	\$160,000	\$160,000
Total Project Funding	\$500,000	\$500,000			

Project Update (For Active Projects)

Total Project Cost (COIT + Other)	Total COIT Funding To Date	Total COIT Request for FY23-28	Total Non- COIT Sources of Funding	Total Spent	Remaining Balance (Total Project)
\$1,480,000M	\$0.0M	\$1,480,000	0.0k	\$0.0K	

	Status	Comment		
Schedule		Begin Date	Q3 2023	<ul style="list-style-type: none">The office is depending on COIT’s “approval with funding” to develop a robust project timeline.
		End Date	Q2 2025	
		% Complete	0%	
Scope		<ul style="list-style-type: none">Software ProductsAnnual/SaaS CostsServices (implementation, support and go-live)3rd Party Products		
Budget		<ul style="list-style-type: none">Software License FeesProfessional ServicesTotal 3rd Party Hardware, Software and ServicesEstimated Travel Expenses		

Project Update

Project Type	FY 23- 24	FY 24- 25	Comments
RMS	\$500,000	\$500,000	Pending COIT approval
RMS	\$500,000	\$500,000	Pending COIT approval
Totals	\$1,000,000	\$1,000,000	COIT GF REQUEST
Mayor's Budget Office	Funding Contributions	\$0.00	TBD

Summary of tools, supplies and other materials

Project Implementation	Time, Labor and Materials	Not started
Data Migration	Analyze current data structures	Not started
Interfaces	Create API's to connect to internal and external partner systems	Not started
Software Licenses	Procure subscription licenses	Not started
Support and Maintenance	Reserve Go-Live and Post support costs	Not started
Other materials and supplies	3 rd party tools and software	Not started

Project Timeline Update

Project Task	Scope	Status
Problem Statement	FBI Mandate	<ul style="list-style-type: none">• Nation-wide
FY23-24, 24-25 Project	Submitted to COIT	<ul style="list-style-type: none">• 1/20/2023
GF Budget Request	Presentation to COIT	<ul style="list-style-type: none">• 3/17/2023
<i>COIT Approval</i>	<i>With Funding</i>	<ul style="list-style-type: none">• <i>Pending</i>
Contract/Agreement	SOW or Contract Signing	<ul style="list-style-type: none">• Not started
Vendor Notification	Authorization	<ul style="list-style-type: none">• Not started
Project Implementation	Contractor Notice and kick-off	<ul style="list-style-type: none">• Q3-Q4

High-Level Project Plan

Project activities will be further defined.

Quarter/FY	Dates of Key Milestones	FY23	FY23	FY23	FY24	FY24	FY24	FY24	FY25	FY26	FY27
		Q2	Q3	Q4	Q1	Q2	Q3	Q4			
Sprint 1											
Project Kick-off											
Implementation											
Sprint 2											
Interface Design											
Data Migration											
Support & Training											
Post- Go Live											

Measuring Project Success

- Key Performance Indicator(s)
 - How will you measure success? Measure by the offenses codes on which only arrests are reported
 - NIBRS collects data for 52 offenses, plus 10 additional offenses for which only arrests are reported.
 - Summary Reporting System (SRS) counts limited data for 10 offenses and 20 additional crimes for which only arrests are reported.

Measuring Project Success

Goal: To provide a detailed, high-quality data that provides a more complete and accurate picture of crime in the City and County. The Outcome is to improve public safety and crime prevention.

The chart below outlines the difference between SRS crime data and NIBRS crime data for the last three months of 2021. Keep in mind, these changes are due to the difference in how offenses are reported and categorized between the reporting systems--not an actual increase in crime.

[illegible]

Other Department Information

Benefits Cont'd

NIBRS provides greater specificity in reporting offenses, allows for the collection of more detailed crime-related information, helps give context to specific crime issues and affords greater analytic flexibility of the crime data collected.

SRS	NIBRS
How many rapes occurred	How many rapes occurred
How many arrests there were for rape offenses by	How many arrests there were for rape offenses by
<ul style="list-style-type: none">• Age	<ul style="list-style-type: none">• Age
<ul style="list-style-type: none">• Sex	<ul style="list-style-type: none">• Sex
<ul style="list-style-type: none">• Race	<ul style="list-style-type: none">• Race
<ul style="list-style-type: none">• Ethnicity	<ul style="list-style-type: none">• Ethnicity
OF	OF
<ul style="list-style-type: none">• An arrestee in the jurisdiction	<ul style="list-style-type: none">• The victims
	<ul style="list-style-type: none">• Offenders
	<ul style="list-style-type: none">• Any persons arrested for rape
	<ul style="list-style-type: none">• Date
	<ul style="list-style-type: none">• Time
	<ul style="list-style-type: none">• Locations of those offenses
	<ul style="list-style-type: none">• Connections to any other offenses that may have occurred in that incident
	<ul style="list-style-type: none">• Whether the offenses were Bias motivated

Benefits Cont'd

Provides greater specificity in reporting offenses

- Not only does NIBRS look at all the offenses within an incident, but it also looks at many more offenses than the traditional SRS does. NIBRS collects data for 52 offenses, plus 10 additional offenses for which only arrests are reported. SRS counts limited data for 10 offenses and 20 additional crimes for which only arrests are reported.

Collects more detailed information

- Including incident date and time, whether reported offenses were attempted or completed, expanded victim types, relationships of victims to offenders and offenses, demographic details, location data, property descriptions, drug types and quantities, the offender's suspected use of drugs or alcohol, the involvement of gang activity, and whether a computer was used in the commission of the crime.

Helps give context to specific crime problems

- Such as drug/narcotics and sex offenses, as well as issues like animal cruelty, identity theft, and computer hacking.

Provides greater analytic flexibility

- Through NIBRS, data users can see many more facets of crime, as well as relationships and connections among these facets, than SRS provides.

RMS Benefits

Other Benefits		
<ul style="list-style-type: none">Integrates with the new JMS –offender360	<ul style="list-style-type: none">Integrations (e.g. NOVA (National Organization of Victims Association or SFPD Benchmark)	<ul style="list-style-type: none">Replaces legacy systems currently used by the sheriff to collect, store and report data (paper forms, access database and excel)
<ul style="list-style-type: none">Integrates with CAD-RMS	<ul style="list-style-type: none">Integrates with CP and Pre-trial systems	<ul style="list-style-type: none">Equip Field and Patrol officers with better toolsImproved Analytics on crime stats.
Compliance		
<ul style="list-style-type: none">Control & Mitigate Risk	<ul style="list-style-type: none">Manage costs	<ul style="list-style-type: none">Improve functional efficiencies
<ul style="list-style-type: none">Comply with NIBRS Standards	<ul style="list-style-type: none">Replace DOJ MACR Reporting	<ul style="list-style-type: none">Improve Dept. Cal DOJ Audits ResponsesImprove SB 2 Compliance through Training

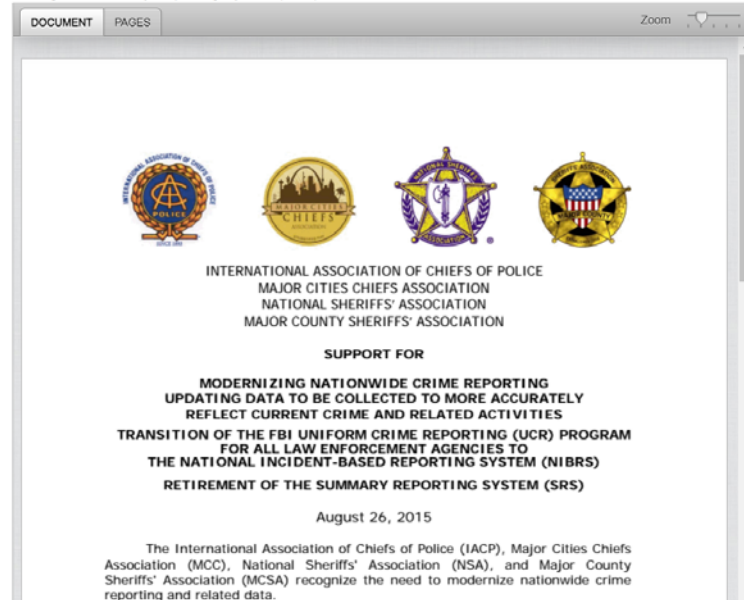
User Research Findings



UCR Home

Multi-Agency Letter in Support of the NIBRS Transition

Letter from the IACP, MCCA, NSA, and MCSA, expressing support for transitioning to the National Incident-Based Reporting System (NIBRS) and retiring the Summary Reporting System (SRS).



Risk Mitigation Strategies

Project Risk Management Plan

<u>Potential Risk # 1:</u> Budget Overrun and/or Vendor Delays	<u>Your Plan to Prepare for/ Mitigate this Risk</u> <ul style="list-style-type: none">• Use contracting language to control the costs and mitigate risks• Maintain a fixed billing schedule with 10-20% deliverables holds• Implement change management in the project
<u>Potential Risk # 2:</u> Project Scope Creep (<i>project deliverables expand beyond original plan and exceed available resources</i>)	<u>Your Plan to Prepare for/ Mitigate this Risk</u> <ul style="list-style-type: none">• Review the requirements and deliverables documents• Create a steering committee to review project status and performance• Track and respond to changes through the risk register• Use the 5s strategy (sort, set, shine, standardize and sustain) to solve issues as they happen.
<u>Potential Risk # 3:</u> Staffing/ Capacity for Implementation, Deployment, Training	<u>Your Plan to Prepare for/ Mitigate this Risk</u> <ul style="list-style-type: none">• Seek leadership help and support in detailing staff specialized in various project sections• Continue to hire and detail SFSO support staff to support the project• Maintain a resource management plan to track capacity utilization• Make training mandatory component of the project

Project Risk Management Plan, Continued

<u>Consequences of Not Funding</u>	<ul style="list-style-type: none">• Out of compliance with the FBI Mandate• Support SB 2 training requirements for peace officers• Risk of department and cross-agency data loss• Risk of losing critical infrastructure to hardware, systems or cyber failures• Eroded public trust, legal and compliance issues
<u>Alternate Plans</u>	<ul style="list-style-type: none">• Accept the risks with implications (Govt. accountability, data Integration and sharing, legal and compliance, failed infrastructure, economies of scale, operational inefficiencies and training)

Change Impact Assessment

Impact Analysis

Dimension of Change	Description of the change
Operational Impact	<p>How will workflows/processes be impacted?</p> <ul style="list-style-type: none"> • Standardize reporting based on NIBRS • Use collected data to improve training for peace officers • Better engage with the community and create relationships • Pass audit compliance based on factual responses • Economies of scale
Policy & Management Impact	<p>Will the project's implementation require the introduction of a new surveillance technology policy or cybersecurity strategy? Or changes in Management Strategies? (e.g. adjustments to org. chart to reflect new/shifting responsibilities caused by project?) Please discuss.</p> <ul style="list-style-type: none"> • Improve data collection and reporting policies based on NIBRS • Improve community engagement and interactions • Allocate equitable resources based on crime data analytics • Used data analytics to improve training policies
Impact to Specific Roles/Teams, Departments, Residents	<p>Describe the impact the project will have on various employees, teams, other departments, or residents. Please consider whether the new technology could generate frustration or opposition from end users, perhaps due to the need to change methods of conducting business and/or because of a learning curve for mastering the new technology.</p> <ul style="list-style-type: none"> • Improved incidents reporting and accuracy • Support Ca. SB 2 –training for peace officers • Improve public safety and community relationships • Build community trust

Questions?