

Agenda Item # 58

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STATE OF ILLINOIS )  
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 COUNTY OF LAKE )

COUNTY BOARD, LAKE COUNTY, ILLINOIS

ADJOURNED REGULAR SEPTEMBER, A.D., 2005 SESSION

MARCH 14, A.D., 2006

MADAM CHAIRMAN AND MEMBERS OF THE COUNTY BOARD:

Your Law and Judicial Committee and Financial and Administrative Committee present herewith a joint Resolution authorizing the acceptance of an 2005 Illinois Criminal Justice Grant agreement on behalf of the Lake County Sheriff Department and the Integrated Justice Executive Committee for the purpose of providing increased public safety by enabling information to be captured at the source and shared with the agencies that use the data; and in connection therewith authorize an emergency appropriation in the amount of \$300,000.00.; and requests its adoption.

Respectfully submitted,

<u>Audrey Nye</u> Chairman	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	<u>[Signature]</u>	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/>
<u>Ronald [Signature]</u> Vice-Chairman	<input checked="" type="checkbox"/> <input type="checkbox"/>	<u>[Signature]</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>
<u>Carol Calabrese</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<u>[Signature]</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>
<u>[Signature]</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<u>[Signature]</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>
<u>[Signature]</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<u>Carol Calabrese</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>
<u>[Signature]</u>	<input type="checkbox"/> <input type="checkbox"/>	<u>[Signature]</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>

Law and Judicial Committee

Financial & Administrative Committee

## RESOLUTION

WHEREAS, the County of Lake on behalf of the Lake County Sheriff's Office, Circuit Clerk's Office and the State's Attorney's Office have applied for and been awarded \$300,000 in a National Governor's Association Grant; and

WHEREAS, the grant will provide the necessary funding to implement technology integration allowing the accurate, efficient, and timely exchange of information between the various law enforcement and judicial departments.

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Lake County, Illinois, that the acceptance and execution of the 2005 National Governor's Association Grant from the State of Illinois, Criminal Justice Information Authority to the Lake County Sheriff's Office, is hereby authorized; and

BE IT FURTHER RESOLVED, that an emergency appropriation in the amount of \$300,000 is hereby authorized in:

101.1103015-79950	\$300,000	-	Integrated Justice
	\$300,000	-	Total

with offsetting revenue of \$300,000 in account: *101.1103160-45340*

DATED at Waukegan, Illinois, on this 14<sup>th</sup> day of March, 2006, A.D.

**INTEGRATION BETWEEN THE PROSECUTOR AND THE CIRCUIT CLERK  
SYSTEMS  
COUNTY OF LAKE, IL  
EXHIBIT A: PROGRAM NARRATIVE  
AGREEMENT NUMBER**

- I. SUMMARY OF PROGRAM**
- II. STATEMENT OF PROBLEM**
- III. GOALS, OBJECTIVES, and PERFORMANCE INDICATORS**
- IV. PROGRAM STRATEGIES**
- V. IMPLEMENTATION SCHEDULE**

**I. SUMMARY**

Lake County, IL is situated on the shore of Lake Michigan between Chicago and Wisconsin. It is home to over 644,000 residents, some of whom live in highly developed urban centers while others live in beautiful rural communities.

In early 2001, the Lake County Integrated Justice Executive Committee, consisting of the Chief Judge, the State's Attorney, the Circuit Clerk, the Sheriff, the Court Administrator, the Public Defender, and the CIO, decided to implement a system that would enable information to be captured at the source and share it with agencies that need this information in a timely manner.

As the first step towards accomplishing this goal, the County justice departments and nine local law enforcement agencies committed 4,000 staff hours over a period of 18 months documenting justice exchanges. Approximately 450 adult criminal exchanges and 165 juvenile delinquency exchanges were documented. The inhibitors to County integration were also identified as part of this effort.

Over the past several months, the Lake County Integrated Justice Executive Committee has introduced a number of initiatives to address the inhibitors to the County integration. Some examples of these measures are:

- Develop a new Prosecutor system
- Enhance the current Circuit Clerk system to be Person based
- Replace the current Jail and Records Management systems in the Sheriff's Office
- Implement an electronic traffic citation
- Develop a Uniform Non-Traffic Complaint Form
- Add more physical descriptors to the Information documents

- Standardize data on electronic case reports

In addition to these initiatives, the Committee has drafted an architectural plan for implementing the Lake County Integrated Justice System. The integration between the Circuit Clerk's Office and the State's Attorney's Office is one phase of this implementation effort. The Committee is proposing that this phase be accomplished as part of the program.

## II. STATEMENT OF PROBLEM

With the ultimate goal of increasing public safety, Lake County is committed to improving its operations, by using integrated technologies to advance the County's systems information management and sharing process.

This process requires an overhaul of the County's current business practices. Today data is reentered into multiple information systems as it moves from agency to agency increasing the likelihood of errors and requiring unnecessary duplication of efforts. In addition, the current manual business practices cause delays in information transmittal, access to information, and scheduling.

The Lake County Integrated Justice Executive Committee has delivered documentation outlining the current gaps in the system, recommending paths for resolving them. The Committee has created focus groups, such as the Law Enforcement Focus Group, to help resolve these gaps. Some of the gaps will be addressed by improving business processes and others will need to be addressed through integration. One such effort is the integration between the State's Attorney's Office and the Circuit Clerk's Office.

## III. GOALS, OBJECTIVES, and PERFORMANCE INDICATORS

<b>Goal #1:</b> Minimize redundant data entry	
<b>Objective #1 for Goal #1:</b> The Circuit Clerk's system will automatically create a felony court case from the Information filed electronically by the Prosecutor system.	<b>Performance Indicator for Objective #1:</b> <ul style="list-style-type: none"> <li>• Number of felony cases created</li> </ul>

<p><b><u>Objective #2 for Goal #1:</u></b> The Circuit Clerk's system will automatically amend charges for an existing felony case from the Amended Information filed electronically by the Prosecutor system.</p>	<p><b><u>Performance Indicator for Objective #2:</u></b></p> <ul style="list-style-type: none"> <li>• Number of felony cases with amended charges</li> </ul>
<p><b><u>Goal #2:</u></b> Timely sharing of information in the workflow</p>	
<p><b><u>Objective #1 for Goal #2:</u></b> The Circuit Clerk's system will be able to accept a request for an Information Warrant electronically and generate the warrant.</p>	<p><b><u>Performance Indicator for Objective #1:</u></b></p> <ul style="list-style-type: none"> <li>• Number of warrants generated</li> </ul>
<p><b><u>Objective #2 for Goal #2:</u></b> The Circuit Clerk's system will be able to accept a Petition for Revocation (PTR) electronically and schedule a court appearance.</p>	<p><b><u>Performance Indicator for Objective #2:</u></b></p> <ul style="list-style-type: none"> <li>• Number of PTRs filed</li> </ul>
<p><b><u>Goal #3:</u></b> Efficient use of technology</p>	
<p><b><u>Objective #1 for Goal #3:</u></b> The Circuit Clerk's system will be able to expose functions as web services</p>	<p><b><u>Performance Indicator for Objective #1:</u></b></p> <ul style="list-style-type: none"> <li>• Number of web services exposed</li> </ul>

#### IV. PROGRAM STRATEGY

1. Develop XML schema for the following documents using the GJXDM standard where applicable:
  - a. Information
  - b. Indictment
  - c. Information Warrant
  - d. Amended Information
  - e. Petition for Revocation (and Notice of Motion)
  - f. Felony Conviction Order
  - g. Misdemeanor Conviction Order

2. Identify, purchase, and implement software that would expose the following Circuit Clerk functions as web services:
  - a. Add felony or misdemeanor cases
  - b. Add charges (amendment)
  - c. File papers (amendment)
  - d. Schedule court appearance (for PTR)
  
3. Develop new Circuit Clerk's functions to handle the following exchanges:
  - a. File information or indictment on a new case
  - b. File information on an existing case
  - c. File indictment on an existing case
  - d. File amended information
  - e. File a petition for revocation
  
4. Identify, purchase, and install software and hardware that would facilitate transfer of information between the Prosecutor's Office and the Circuit Clerk's Office.
  
5. Build, test, and implement business processes that were identified as part of this project.
  
6. Develop temporary screens that would assist Lake County with testing of all the exchanges identified as part of this project.

**V. IMPLEMENTATION SCHEDULE**

<b>Task</b>	<b>Date Begun</b>	<b>Date Completed</b>	<b>Personnel Responsible</b>
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A project plan has been included as a separate document.