JUSTIS Executive Council Meeting
December 6, 2022, 2:00 PM

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- 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.
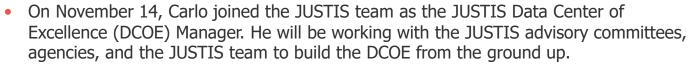
JUSTIS Executive Council Agenda
December 6, 2022

1. Call to Order/Roll Call
2. Resolution Making Findings to Allow Teleconferenced Meetings under California Government Code Section 54953(e) (Discussion and Action)
3. Approval of August 30, 2022 Meeting Minutes
4. General Public Comments
5. Executive Sponsor Update: City Administrator
6. JUSTIS Program Status and Next Actions
7. Gartner Update
8. Advisory Committee Updates - Data & Architecture, Performance & Strategy
9. Adjournment

JUSTIS Program Status

December 6, 2022

Introduction – Carlo van Veggel

- On November 14, Carlo joined the JUSTIS team as the JUSTIS Data Center of Excellence (DCOE) Manager. He will be working with the JUSTIS advisory committees, agencies, and the JUSTIS team to build the DCOE from the ground up.

- Carlo was born and raised in the Netherlands. He worked for the Dutch National Police in their fingerprint department as a Fingerprint Expert before becoming a System Administrator on their Automated Fingerprint Identification System (AFIS).

- He moved to the US over 22 years ago and started working for a biometric company called Cogent Systems. Since then, Carlo has designed, deployed, supported, and integrated many international biometric identification systems. He has also led complex standardization and data conversion projects. Carlo has over 30 years of experience with computer systems and data in Law Enforcement and related agencies.

- The most complex and integrated system Carlo ever deployed is the Automatic Biometric Identification System (ABIS) — which was deployed right here in San Francisco for the San Francisco Police Department!

- Carlo and his son like to keep big fish. He likes technology and woodworking. If he can find the time, he also likes to repair mechanical clocks.

Next Action: Post Go Live Workplan

JUSTIS Post Go Live Workplan

Q2 Items *Updated December 5, 2022*

#	Item	Development	UAT	Notes
1	Resiliency-Disaster Recovery for JUSTIS		○	POC in Azure public government cloud - aligning resources
2	Increase processor cores by 400%	●	●	December 5
3	Custom Load Balancer and Node	●		Adding Node and custom load balancer to prioritize warrant, bail, and charge detail notifications
4	Bond/Bail Posting Integration with C-Track		○	
5	Post Attorney Assignment with C-Track	●		
6	Arrest Charges and Action Numbers	●	●	Working with agencies and TR to resolve permanently. Continue to monitor performance.
7	Charge Statute Table Phase 1		○	Consolidate C-Track, LiveScan, DAT, and JUSTIS tables, perform gap analysis, add 10 byte code
8	Change Control and Release Management	●		
9	ADP MIR Reports	●		Fine-tuning reports
10	Gideon 2 Feed	●	●	
11	PDR 2008 Windows ~~Upgrade~~ Decommission	●		Decommission old Windows servers by Dec 12
12	IDB Data Entry Correction Functionality	●	●	J-ESC
13	Re-Arrest screen for outside jurisdictions	●	●	J-SJEA, J-SJQA, J-SJCA
14	Data Taxonomy		○	Data & Architcture workplan task; data collection, tool selection
15	Update JUSTIS Test, Dev, Staging Environment to Prod and Connect to C-Track Pre-Prod Upgrade/Test	●	●	Synchronizing the JUSTIS applications versions
16	MACR Test Report to Prod	●	●	August submission is in DOJ production
17	Migration to Datalake		○	Enable moving data between 2 platforms and backwards compatible
18	JUSTIS API		○	
19	JMS Interface Upgrade (JMS Hub)		○	Resume development - awaiting JMS Vendor resource

Legend: = not started, = started/25%, = 50%, = 75%, ● = complete

Next Action: Performance Improvements

Month	Ctrack Notifications			Inbound Transactions	Outbound Transactions to C-Track		Jail Management System	
	Total Ctrack Notifications Received	Criminal Court Msgs	Criminal Court Msgs Processed	Poller Process Count from Notifications	Total Outbound Msg	Outbound Case Count	JMS 2 JUSTIS	JUSTIS 2 JMS
July 2022	867,290	211,633	118,166	118,720	61,946	3,393	7,918	99,822
Aug 2022	529,390	237,767	135,703	136,277	69,887	3,790	8,880	113,043
Sept 2022	514,956	213,115	122,102	123,585	60,555	3,195	8,586	108,934
Oct 2022	528,214	223,298	126,697	127,766	57,827	3,125	8,330	108,566

✓ Have leaned out and/or skipped transactions. Will continue to monitor and look for opportunities to streamline processes.

✓ Increased the core processors by 400% to improve processing speed on 12/5.

✓ Building custom load balancer and adding node to prioritize charge detail, warrant and bond notification processing (no dependency on other notifications nor sequencing). This will speed up the updates needed by the Sheriff. Currently in testing and will implement after full testing is completed.

✓ Requested Courts review API response performance with vendor.

✓ In the future, stand up additional nodes to handle hearings and other long processing transactions (sequence dependent) in real time. Will require rigorous testing to ensure everything stays in sync.

Next Action: Data Center of Excellence FY23/24 Plan

- **DCOE Proposed Activities**
  1. Establish DCOE Operating Agreement and service levels
  2. Develop query, report and visualizations as prioritized by Data Governance
  3. Administer the Enterprise Reporting Tool
  4. Provide consultative support to agencies developing queries and reports on inter-agency data
  5. Prepare and maintain the JUSTIS Data Taxonomy
  6. Provide centralized data quality assessments
  7. Prepare periodic assessments of DCOE effectiveness

- **DCOE Proposed Scope**
  › Phase 1: data managed within the JUSTIS database
  › Phase n: other agency criminal justice data made available to the DCOE

Advisory Committee Quorum Challenges

Requirement

JUSTIS Charter established 11 voting members for the Exec and Sub Committees, therefore requiring quorum of 6 voting members to be present per meeting

Issue

Approximately 50% committee meetings since January 2021 have not made quorum, slowing our ability to provide consensus-based recommendations to you for action.

Recommendation

-Leadership assistance in identifying attendees and providing guidance and space for attendance

OR

-Vote to amend the JUSTIS charter to reduce sub committee membership by 2-3 agencies

Next Action: FY 23-24 JUSTIS Program Budget Estimates

Data Center of Excellence	FY 23-24
DCOE Business Analyst Contractors (2)	$524,000
DCOE Manager	existing staff
Data Architecture Contractor (half time)	$150,500
Gartner meeting support and data governance	$125,000
Total	**$799,500**

JUSTIS Hub Enhancements	FY 23-24
APEX Developer Contractor	$250,000
JUSTIS API development for Depts	$250,000
Disaster Recovery site for JUSTIS Hub	$70,000
Testing Agency DR recovery	existing staff
Engineer cloud back-up environment	existing staff
Total	**$570,000**

FY22/23 JUSTIS Budget: $3.0M
FY22/23 JUSTIS COIT Funding: $1.0M

**Joe Siegel
Senior Managing Partner
Public Safety & Justice**

GARTNER CONSULTING

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Gartner Update

- The JUSTIS 5-Year Roadmap called for decommissioning of the mainframe CMS initially as a risk mitigation measure

- Now with that risk retired, the more aspirational initiatives of the Roadmap can be realized

- With modernized data sharing technology and the Data Center of Excellence being established, we can look to the future to see how data and technology can be transformational and lead to improved criminal and juvenile justice outcomes

Gartner Update

The future vision:

- Leveraging complete inter-agency views of a person to make informed choices such as diversion, charging and sentencing decisions

- Requirements for mobility to get the information to practitioners in the field to support operations

- Transforming case management systems from tracking events to tools that practitioners use to do their jobs

- Improved data analytics capabilities to measure program effectiveness, identify systemic bias and establish accountability across agencies

Gartner Update

What can your agency do?

- Work with your vendors and insist they fully support integration with JUSTIS and your agency partners

- Recognizing applicable laws and regulations, question previous assumptions about data sharing and seek opportunities to share additional data that will contribute to improved outcomes

- Seek process changes that leverage technology as a tool to complete the process rather than to just record what happened

- Formalize data governance to assure quality data is provided

JUSTIS Advisory Committees

December 6, 2022

Advisory Committee – Update

Architecture and Data Sharing – Chair Martin Okumu

Architecture and Data Sharing

The Committee's work is focused on progressing and completing data-related activities and deliverables to develop the Data Center of Excellence (DCOE). FY22/23 workplan submitted for approval by the council at today's meeting.

FY22/23 Workplan:

1. **Define Data Governance**

2. **Develop Inter-Agency Data Strategy**

3. **Build Modern Data Infrastructure**

Advisory Committee – Update

1. Define Data Governance

- ***Create Operational Plan*** *(in progress)*

  Documented plan for governance of future data products and processes, written access control policy for data analysis, reports and dashboards

2. Develop Inter-Agency Data Strategy

- ***Establish vision and role for Data Center of Excellence (DCOE)*** *(initiating)*

  Scope, services and SLAs, define resource plan

- ***Determine resources necessary for JUSTIS in 2022 and beyond including implementing DCOE*** *(in progress)*

  Hired DCOE Manager to work with committees (November 14, 2022)

  Developed high level capacity planning estimate

  Develop job description and cost estimates for FTEs

3. Build Modern Data Infrastructure

- ***Modernize JUSTIS data model*** *(started)*

  Relational database

- ***JUSTIS data taxonomy*** *(started)*

  Collect JUSTIS metadata, tool selection

Advisory Committee – Update

How will we Accomplish these initiatives?

- Collaboration with Performance & Strategy Committee
  › Building a data 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
  › Comprehensive Incident-Based Reporting System (CIBRS) and customizing standard to meet needs of agencies committee engaged and having productive conversations about data and data governance
  › Data and transactions in JUSTIS and agency impacts
  › Define the Data Center of Excellence (DCOE)
- Gartner assisting with facilitating the discussion and standards identification

Advisory Committees – Update

Performance and Strategy – Chair Jason Cunningham

FY22-23 Workplan

Cross system Benefit

1. Establish source and methods for crime and case type categories for city-wide KPIs. *(In progress)*

Recidivism

2. Validate and expand Justice Dashboard for tracking subsequent criminal justice contact. *(In progress)*

3. Explore the use and impact of custody holds and processes related to them, establishing cross-departmental protocols and new JUSTIS workflows

Well-Being

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

Advisory Committees – Update

Performance and Strategy – Chair Jason Cunningham

Crime & Case Type

- Discussion has evolved to develop an initial taxonomy of terms to be handed off to Data & Architecture. Cross agency understanding of terms is key to minimizing confusion when conducting data analysis, to include crime/case count (goal 2) and others.

Data Center of Excellence

- Work with Data & Architecture Advisory Committee to scope DCOE *(Initiating)*
- Working with the DCOE on providing high level project guidance.
  - Likely will take shape as a recidivism dashboard in the same vein as the Justice Dashboard (goal 3) for interagency consumption.

Other issues

- Participating in the Consolidated Charge Table project. Will likely issue a recommended update policy for this group's approval in Q3.

JUSTIS Executive Council

Next JUSTIS Executive Council Meeting:
March 7, 2023 @ 2:00-3:00

December 6, 2022

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