



JUSTIS Executive Council Meeting

March 26, 2024, at 2:00PM | City Hall Room 201

JUSTIS Executive Council Agenda

1. Call to Order/Roll Call
2. Approval of October 3rd, 2023, Meeting Minutes
3. General Public Comments (Discussion and Possible Action)
4. Executive Sponsor Update: City Administrator (Discussion Only)
5. CIO Update (Discussion Only)
 - 5-Year Roadmap Review
 - JUSTIS Platform Modernization
6. Approval of Amended Bylaws (Discussion and Possible Action)
 - Vote to approve amended bylaws – significant changes include making executive council meetings semi-annual and eliminating advisory committees, with advisory committee work to be continued in working groups, as directed by department heads.
 - Explanatory Document: [JUSTIS Bylaws](#)
7. JUSTIS Program Status (Discussion Only)
8. Advisory Committee Workplan Updates (Discussion Only)
 - Data & Architecture (Martin Okumu)
 - Performance & Strategy (Jason Cunningham)
 - Systems & Large Projects (Will Sanson-Mosier – Brief updates from JUSTIS Partner Agencies)
9. Adjournment



Executive Sponsor Update

Carmen Chu

- › City Administrator - City & County of San Francisco



CIO Update

Michael Makstman

- › Chief Information Officer - City & County of San Francisco
- 5-Year Roadmap Review
- JUSTIS Platform Modernization



Motion to Approve Bylaw Changes:

Action Item:

Vote to approve the amended bylaws, reducing the frequency of Executive Council meetings, eliminating the advisory committees and recognizing the authority of member departments to transfer committee work to workgroups.

See Attached Materials: [JUSTIS Governance Bylaws v. 9.0](#)





JUSTIS Program Status

March 26, 2024

JUSTIS Program Milestones – FY23-FY24

- JUSTIS API (Read Capabilities)
 - Soft launch of the JUSTIS API, and started working with DA's Office for building of the eProsecutor interface
- Released New Connections and Functions
 - Criminal History Data Feed from JUSTIS to SFPD
 - Query Open Charges for DA
 - Query Filed Cases for the Courts
 - Attorney Assignment for DA and Public Defender
- ServiceNow Workflow for JUSTIS Portal Access Request
 - Streamline the Access Request, cut down number of human steps
 - Total of 682 Users Now
- Operations Work Group Weekly Meetings
 - Actively working with department operation team to improve process flow, data quality in CCSF



JUSTIS Program Goals – FY23-FY24

- JUSTIS API
 - Streamlining the JUSTIS Team and supporting data exchange with departments
 - DA & Sheriff to be first users, potential expansion to other CCSF agencies
 - Replacing any legacy interface currently running on JUSTIS
- Statute Re-Architecture
 - Unified/Simplified statute handling during data exchange
 - Improved data quality
 - Enhancing capabilities
- JUSTIS Cloud Migration
 - Proof of Concept for Disaster Recovery on Azure for JUSTIS
 - JUSTIS Cloud CLETS Application – *Reviewing with DOJ*





JUSTIS Advisory Committees / Workgroups

March 26, 2024

Advisory Committee: Data & Architecture

Chair Martin Okumu

Architecture and Data Sharing

- Develop activities focused on progressing and completing data-related deliverables for the JUSTIS program
- Develop and manage a JUSTIS master data management program - MDM



FY23-24 Updates

1. Define Data Governance (Completed)

- Prepare a documented plan for governance of future data products.

2. Develop Inter-Agency Sharing Data Strategy - DCOE

- Establish vision and role for Data Center of Excellence (DCOE) (Completed)
- Determine resources necessary for JUSTIS in 2023 and beyond including implementing DCOE (Completed)
- Develop list of dashboards, predefined reports (Planned)

3. Build A Modern Data Infrastructure

- Standard Integrations for data sharing through structured APIs (Started)
- Build a conceptual data model (Started)
- Define the data taxonomy (Started)
- Provide a data visualization set (Started)



Advisory Committee: Performance & Strategy

Chair Jason Cunningham

Goals	Activities	Deliverables	Sequence
Establish Key Performance Indicators(KPI) for the JUSTIS system	<ul style="list-style-type: none">Review approved KPIs, validate and present to Executive Steering Committee (ESC)Generate new KPIs as needed, validate and present.	<ul style="list-style-type: none">A shared set of KPIs recommended for approval and presented to the ESC.	1
Monitor KPIs & Report	<ul style="list-style-type: none">Monitor City performance against KPIs	<ul style="list-style-type: none">Annual reporting to ESC on KPI performance	2

Initial KPI report to Exec Committee will include 13 KPIs across 4 Categories and 7 Objectives, noted on the next slide.

Initial report will generally be publicly sourced or near-publicly sourced data. No JUSTIS capacity to generate or deliver KPIs this FY.

Directionality of KPI movement will be left blank, unless otherwise directed.



Advisory Committee: Performance & Strategy

Chair Jason Cunningham

Category	Objectives
Category 1. Fairness & Justice	Objective 1.a. Protect and Serve Victims
	Objective 1.b. Hold Individuals Accountable

KPI #	Objective	Measure	Methodology	MOP or MOE?
1	1.a	Number of victims served	Count & Percentage	MOP
2	1.b	Arrests	per 100k	MOP
3	1.b	Jail Bookings	per 100k	MOP
4	1.b	Charges (DAT Action rate)	Rate	MOP
5	1.b	Type of Charges Split between MDM/F	Rate	
6	1.b	Case Resolutions	Count & Rate	MOP



Advisory Committee: Performance & Strategy

Category	Objectives
Category 2: Community Safety and Wellbeing	2.a Measure of Crime
	2.d Perception of Safety
	2.e Overdose Deaths
	2.f Calls for Service
Category 3: Capacity and Efficiency	3.a Timeliness of Incident/Case Resolution

KPI #	Objective	Measure	Methodology	MOP or MOE?
7	2.a	Violent Crime Rate	p/100k	MOE
8	2.a	Property Crime Rate	p/100k	MOE
9	2.a	SFPD Clearance Rate	% Rate	MOE
10	2.d	Public Perception of Safety	Survey Result	MOE
11	2.e	OD Data	Count	MOP
12	2.f	LE Calls for Service	Count	MOP
13	3.a	Avg. and Median Length of Resolution from Arrest to Disposition	Median # Days	MOE



Advisory Committee: Systems & Large Projects

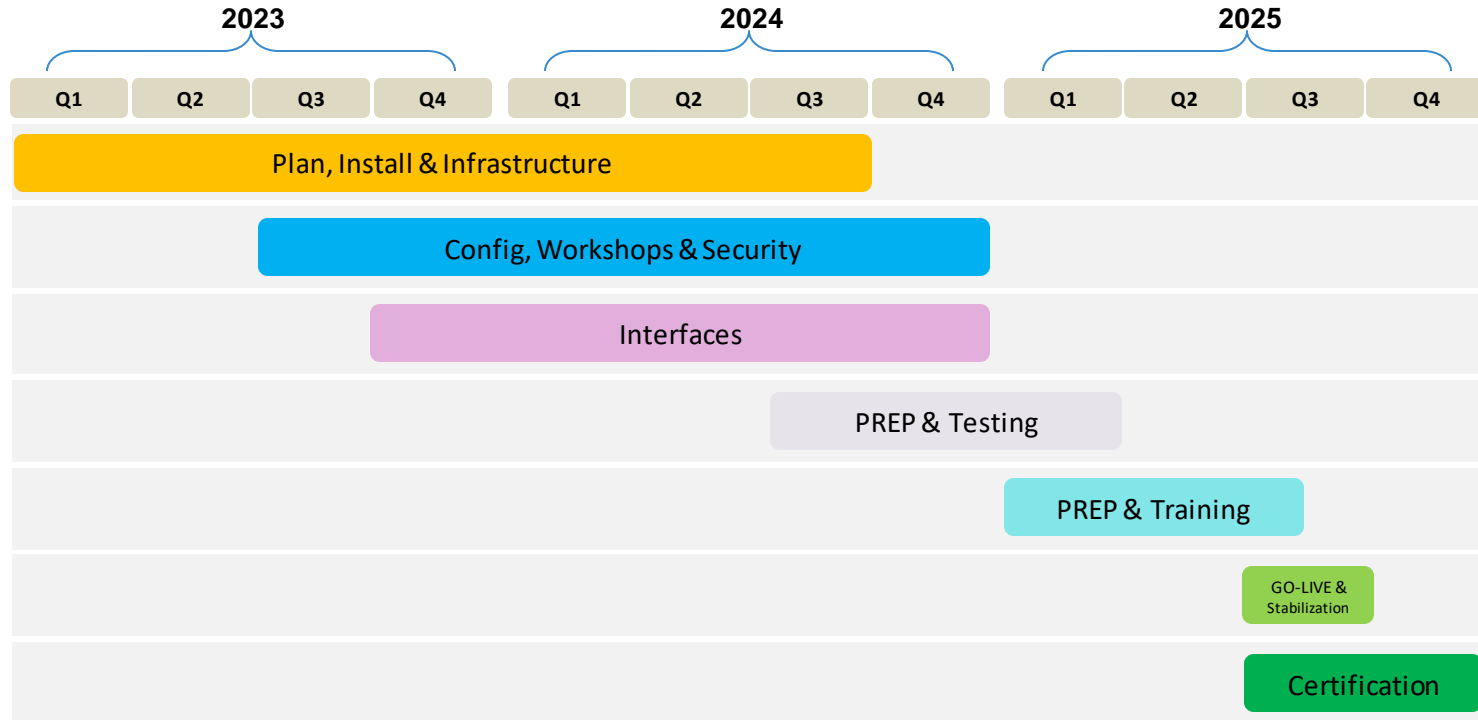
Chair Will Sanson-Mosier

Advises the Executive Council on the progress of long-term strategic system projects, technology planning, budgeting and monitoring the implementation and development of inter-agency interfaces – all in support of the City’s strategic vision for public safety.





NIBRS RMS Schedule Overview



AIRPORT BUREAU will be joining this implementation



Advisory Committee: Systems & Large Projects

Chair Will Sanson-Mosier

San Francisco Police Department – Deliverables for FY24-25

- Complete Airport Bureau Infrastructure
- Complete Work for 7 Interfaces
- Prep & Execute Test Scripts
 - › Functional Acceptance, User Acceptance, System Integration, Performance
 - › Remediate Issues
- Prep & Deploy Sworn Member & Professional Staff Training



Advisory Committee: Systems & Large Projects

Chair Will Sanson-Mosier

Sheriff – Jail Management System (JMS)

Phase 1 2022

- **Establish vision and role for modernizing the JMS** (Completed)
 - › Business case, scope and services
- **Determine resources necessary for Phase 1 and beyond including implementing the JMS** (in progress)
 - › Phase 1 kick-off – (Completed)
 - › Requirements gathering and collection (Completed)
 - › Requirements tune-up and prepare a business case for budget appropriation (Completed)

Phase 2 2022

- **Finalize the contract** (In progress)
 - › Coordinate with OCA to amend the contract
- **Project Kick off** (Not started)
 - › Project planning and schedule, communication



Advisory Committee: Systems & Large Projects

Chair Will Sanson-Mosier

Department of Emergency Management - CAD

- CAD System Purchase
 - › On-premise solution with redundancy at State of CA-CCSF Rancho Cordova Site
 - › Motorola CAD System Solution
 - Server Hardware and Software
 - CAD Workstations & Site License for Workstations
 - › Monitors budgeted for, but CCSF responsibility
 - Mobile CAD & “CAD Viewer” Site License
 - › MDC, Tablet, Smartphone (devices CCSF responsibility)
- Implementation & Schedule
 - › Motorola Strategic Projects Team
 - › Kickoff Meetings March 19-21, 2024
 - › Cutover Forecast: May, 2026 Cutover & August, 2026 Final Acceptance



Advisory Committee: Systems & Large Projects

Chair Will Sanson-Mosier

Courts - CTrack

- Ongoing system upgrade
- Implementation of civil courts

District Attorney - eProsecutor

- First agency to test the JUSTIS API with DT (*Ongoing – Kickoff on 3/21/24*)
- eProsecutor Phase 2 contract with ePRO (*Finalization*)



Advisory Committee: Systems & Large Projects

Chair Will Sanson-Mosier

Adult Probation

- Replacement of APD's CMS with new Probation Case Management System (PCMS) (in-progress)

Juvenile Probation

- No Updates

Public Defender

- No Updates





JUSTIS Executive Council

Next Meeting: TBD | City Hall Room 201

March 26, 2024

If you have questions, please contact:
Michael Makstman, City CIO
Rohit Gupta, JUSTIS Program Director