

Utah Council on Criminal Justice Administration
Project on Criminal Justice
Standards and Goals

INFORMATION SYSTEMS

Jurisdictional Responsibility

35255 DUP₂

Approved by
Utah Information Systems Task Force, and
Utah Council on Criminal Justice Administration
Room 304 State Office Building
Salt Lake City, UT 84114



CALVIN L. RAMPTON
GOVERNOR

STATE OF UTAH
OFFICE OF THE GOVERNOR
SALT LAKE CITY

October 22, 1975

Dear Citizens:

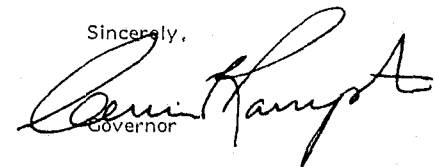
This pamphlet is one of a series of reports of the Utah Council on Criminal Justice Administration. The Council's five Task Forces: Police, Corrections, Judicial Systems, Community Crime Prevention, and Information Systems, were appointed on October 16, 1973 to formulate standards and goals for crime reduction and prevention at the state and local levels. Membership in the Task Forces was drawn from state and local government, industry, citizen groups, and the criminal justice profession.

The recommendations and standards contained in these reports are based largely on the work of the National Advisory Commission on Criminal Justice Standards and Goals established on October 20, 1971 by the Law Enforcement Assistance Administration. The Task Forces have sought to expand their work and build upon it to develop a unique methodology to reduce crime in Utah.

With the completion of the Council's work and the submission of its reports, it is hoped that the standards and recommendations will influence the shape of our state's criminal justice system for many years to come. Although these standards are not mandatory upon anyone, they are recommendations for reshaping the criminal justice system.

I would like to extend sincere gratitude to the Task Force members, staff, and advisors who contributed something unknown before--a comprehensive, inter-related, long-range set of operating standards and recommendations for all aspects of criminal justice in Utah.

Sincerely,


Governor

JURISDICTIONAL RESPONSIBILITY

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INFORMATION SYSTEMS TASK FORCE

Marion Hazleton, Chairman

Art Christean
Deputy Utah Court Administrator

Regnal Garff, Judge
Second District Juvenile Court

Mrs. James B. Lee
Citizen Representative

Robert Mullins, Reporter
Deseret News

Mike Riordan, Director
Planning and Research
Salt Lake County Sheriff's Office

Ivard Rogers, Director
Utah Bureau of Criminal
Identification

Donald Spradling, Director
Office of Emergency Services

David Young, Director
Statewide Association of Prosecutors

Task Force Staff

Mike Stewart

Arthur Hadachko

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JURISDICTIONAL RESPONSIBILITY

Selecting the proper jurisdictional level at which to apply and use developing criminal justice information systems is a most critical decision. Previously, a great deal of money and human resources have been wasted because of incompatible and duplicative systems. A coordinated plan specifying the exact role of local, state, and federal agencies will alleviate much of this waste. Better coordination will improve the development and lead to more effective systems, increasing the utility of all criminal justice information systems.

Providing a planning unit for coordination, establishing specific data elements for each subsystem, and supporting the intra-agency needs of all component agencies are the main objectives of these standards. Through the establishment of defined requirements for all system components, the Utah Criminal Justice Information System will be able to effectively provide necessary information and data to all criminal justice agencies.

STANDARD 1.1: COORDINATION OF INFORMATION SYSTEMS DEVELOPMENT

STANDARD

Utah should create an organizational structure for coordinating the development of information systems and for making maximum use of collected data in support of criminal justice management by taking the following steps:

1. Establish a criminal justice information planning and analysis unit that will coordinate the development of an integrated network of information systems in the State and will satisfy information needs of management decisionmaking for State and local criminal justice agencies as well as satisfying established Federal requirements for information.

2. While making provisions for continual review and refinement, prepare a master plan for the development of an integrated network of criminal justice information systems (including the production of data needed for statistical purposes) specifying organizational roles and timetables.

3. Provide technical assistance and training to all jurisdiction levels and agencies in data collection methods, system concept development, and related areas.

4. Arrange for system audit and inspection to insure the maintenance of maximum quality in each operating system.

5. Provide legislative funding for the on-going support of all centralized, shareable computer files as well as teleprocessing network costs involved in delivering data to user agencies.

6. Establish a unit of government to house the Utah Criminal Justice Information System staff for the purpose of receiving legislative appropriation.

UTAH STATUS AND COMMENTS

In 1968 the Law Enforcement Planning Council commissioned an outside consulting firm to survey the requirements of Utah criminal justice agencies and

generate a development plan for the Utah Criminal Justice Information System. The study was completed and the report released in 1969 which recommended the establishment of staff capability under the Utah Law Enforcement Planning Agency for the purpose of developing the Utah Criminal Justice Information System. In 1970 the Information Systems effort was staffed, and the initial development work of the system was begun. The function of the Information Systems section under the Utah Law Enforcement Planning Agency has been to provide for the overall design support, coordination, and technical assistance required by user agencies. In 1973 the Information Systems section was expanded to include a data center capability for the purpose of strengthening the statistical research support to user agencies. Funding has been primarily from federal sources through the Law Enforcement Assistance Administration with minimal matching support from user agencies on the state and local levels. It is anticipated that the major development costs will be funded with LEAA monies with the ongoing support contracted back to the user agencies. The State of Utah currently has met or is meeting all provisions of Standard 1.1.

METHOD OF IMPLEMENTATION

This standard has been identified for implementation through legislative action.

STANDARD 1.2: STATE ROLE IN CRIMINAL JUSTICE INFORMATION AND STATISTICS

STANDARD

Utah should establish a criminal justice information system that provides the following services:

1. On-line files fulfilling a common need of all criminal justice agencies, including wanted persons (felony and misdemeanor), and identifiable stolen items;

2. Computerized criminal history files for all persons arrested, with an on-line availability of a summary of criminal activity and current status of

offenders, and complete detailed criminal history files maintained on serious offenders in an off-line mode;

3. Access by computer interface to vehicle and driver files, if computerized and maintained separately by another State agency;

4. A high-speed interface with NCIC providing access to all NCIC files;

5. All necessary telecommunications media and terminals for providing access to local users, either by computer-to-computer interface or direct terminal access;

6. The computerized switching of agency-to-agency messages to and from qualified agencies in other States;

7. The collection, processing, and reporting of Uniform Crime Report (UCR) information from all law enforcement agencies in the State with report generation for the Federal Government agencies, appropriate state agencies, and contributors;

8. In conjunction with criminal history files, the collection and storage of additional data elements and other features to support offender-based transaction statistics;

9. Entry and updating of data to a national index of criminal offenders as envisioned in the NCIC Computerized Criminal History file; and

10. Reporting offender-based transaction statistics to the Federal Government.

UTAH STATUS AND COMMENTS

Utah currently has an excess of 70,000 juvenile histories in on-line status located in the central state computer. These files are currently used primarily by juvenile justice agencies; however, it is anticipated that certain data from these files will be made available to other criminal justice users. Computerized Criminal History files are currently available to criminal justice users on a limited

basis. The Utah Computerized Criminal History files currently contain over 20,000 entries and include all offenses which a person may be arrested on as opposed to NCIC qualified offenses. The Computerized Criminal History file provides for on-line summary information with the complete history contained off-line on magnetic tape. Driver's License and Motor Vehicle files are currently available to all criminal justice users.

High speed interface to NCIC for the purpose of accessing files on the national level is currently in the development stage. A plan for providing telecommunications media and terminals to allow access to local users is currently being implemented. Thirteen terminal sites are currently in operation with six additional sites to be installed during 1974. These sites involve a computer-to-computer interface between the state computer and the Salt Lake County computer and computer-to-terminal interface for all sites not serviced by the county computer. The capability of agency-to-agency administrative message switching is planned for but not implemented at this time. However, the capability to switch to other states from the Utah Bureau of Identification is currently available. The gathering of Uniform Crime Report information on a centralized level is currently under development in the state in conjunction with the Small Agency Record System (SARS). It is expected that this system will provide the basic data for the generation of UCR reports as well as other offense related statistical information.

Gathering of offender based transaction statistics is the task that is currently under development. Data elements to support the OBTS system will be collected in conjunction with the criminal history information. The entry and updating of criminal history information to the national index is currently being tested, and it is anticipated that this capability will be fully operational during 1974. The reporting of Offender Based Transaction Statistics information to the Federal government is under development with the expectation that initial testing will take place during 1974.

METHOD OF IMPLEMENTATION

This standard has been identified for implementation through administrative policy.

STANDARD 1.3: CRIMINAL JUSTICE COMPONENT INFORMATION SYSTEMS

STANDARD

Every component agency of the criminal justice system (police, courts, corrections) in Utah should be served by an information system which supports its intra-agency needs.

1. The agency information system should provide the rationale for the internal allocation of personnel and other resources of the agency.
2. The agency information system should provide a rational basis for scheduling of events, cases, and transactions within the agency.
3. The agency information system should provide the agency administrator with clear indications of changes in workload and workload composition, and provide the means of distinguishing between short-term variations (e.g., seasonal variations) and long-term trends.
4. The agency information system should provide data required for the proper functioning of other systems as appropriate, and should retain only that data required for its own specific purposes.
5. The agency information system should support the conduct of research and program evaluation to serve agency managers.

The Utah Criminal Justice Information System should provide for the technical support necessary to generate agency level record systems in all criminal justice agencies. These record systems should provide to the appropriate state agency all information necessary to support centralized shareable operational and statistical systems. They should include but not be limited to information regarding the arrest of persons in criminal case occurrences processed by local agencies.

UTAH STATUS AND COMMENTS

The Utah Criminal Justice Information System scope has been established

to include detailed involvement in the development of information systems in local level criminal justice agencies. The implementation of local level information systems has advanced to include automated management information systems and on-line offense name index systems in two major law enforcement agencies. The Small Agency Records System (SARS) has been implemented in over 50 agencies throughout the state and provides for improved capability on the agency level with a secondary benefit of guaranteed information to support centralized state files.

In the courts area model records systems have been generated for justice of the peace and prosecutors' offices. Information Systems requirements have been established for court clerks, offices throughout the state with the emphasis on automation in the larger areas. OBTS work that has currently taken place in the court area supports primarily local level needs with the capability to provide data input to the centralized data bank. In the corrections area, two major information systems modules are currently under development and provide primary support to those correctional agencies. Generally, local level systems contain information that will never be utilized by any other agency, and as a result, are designed with that concept in mind.

METHOD OF IMPLEMENTATION

This standard has been identified for implementation through administrative policy.

Raymond A. Jackson
Chairman

Robert B. Andersen
Director

Robert B. Hansen
Deputy Attorney General

Ernest D. Wright, Director
Division of Corrections

**UTAH COUNCIL ON
CRIMINAL JUSTICE ADMINISTRATION
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Attorney at Law

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J. Duffy Palmer
Davis County Attorney

Dr. Sterling R. Provost
Utah State System of Higher Educ.

Paul S. Rose, Executive Director
Department of Social Services

Walter D. Talbot, Superintendent
of Public Instruction

WHAT IS THE UTAH
COUNCIL ON CRIMINAL JUSTICE
ADMINISTRATION (UCCJA)?

In 1968 the Omnibus Crime Control and Safe Streets Act was passed resulting in the creation of the Law Enforcement Assistance Administration (LEAA) in the U.S. Department of Justice. The act required the establishment of a planning mechanism for block grants for the reduction of crime and delinquency.

This precipitated the establishment of the Utah Law Enforcement Planning Council (ULEPC). The council was created by Executive Order of Governor Calvin Rampton in 1968. On October 1, 1975, the council was expanded in size and redesignated the Utah Council on Criminal Justice Administration (UCCJA).

The principle behind the council is based on the premise that comprehensive planning, focused on state and local evaluation of law-enforcement and criminal-justice problems, can result in preventing and controlling crime, increasing public safety, and effectively using federal and local funds.

The 27-member council directs the planning and funding activities of the LEAA program in Utah. Members are appointed by the governor to represent all interests and geographical areas of the state. The four major duties of the council are:

1. To develop a comprehensive, long-range plan for strengthening and improving law enforcement and the administration of justice . . .
2. To coordinate programs and projects for state and local governments for improvement in law enforcement.
3. To apply for and accept grants from the Law Enforcement Assistance Administration . . . and other government or private agencies, and to approve expenditure . . . of such funds . . . consistent with . . . the statewide comprehensive plan.
4. To establish goals and standards for Utah's criminal-justice system, and to relate these standards to a timetable for implementation.

7. 11/15/1975

END