

Division of Criminal Justice Services Inventory of Agency Programs Overview

The New York State Division of Criminal Justice Services (DCJS) is a multi-function criminal justice support agency with a variety of responsibilities. The Division is composed of 10 organizational units:

- **Office of Criminal Justice Operations.** Provides timely and accurate fingerprint identification and criminal history records to authorized agencies, and supports and promotes child safety in New York State.
- **Office of Justice Information Services.** Provides information technology services to the Division, its hosted agencies (Division of Probation and Correctional Alternatives, Crime Victims Board, Office for the Prevention of Domestic Violence, State Commission of Correction, and the Board of Examiners of Sex Offenders), and local criminal justice agencies.
- **Office of Public Safety.** Provides training, technical assistance and support to increase the effectiveness of law enforcement, public safety and security organizations within New York State.
- **Office of Sex Offender Management.** Protects the public, ensures effective management and supervision of sex offenders and reduces recidivism.
- **Office of Forensic Services.** Assists in solving and preventing crime by providing administrative oversight of the State DNA Databank, public forensic laboratory accreditation and local DNA specimen collection efforts.
- **Office of Program Development and Funding.** Identifies and directs criminal justice resources to reduce crime and improve criminal justice throughout New York State.
- **Office of Justice Research and Performance.** Provides research, analyses, performance data, statistics and evaluations to criminal justice professionals, other government officials and the public.
- **Office of Administration.** Provides support, including human resources management, financial services and administrative services, to the Division and hosted agencies.
- **Office of Legal Services.** Provides legal advice and counsel to the Division.
- **Office of Audit and Compliance.** Provides assurance to management and the public that agency resources are used effectively and efficiently and in accordance with State and Federal laws.

**Agency Programs/Activities: Inventory and Key Data
Division of Criminal Justice Services
Office of Criminal Justice Operations**

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)			
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected
H	Identification Services Criminal Fingerprint Processing Civil Fingerprint Processing	SO	158.5	\$ 5,881	\$ 6,590	\$ 6,608	\$ 6,572								
H	Latents	SO	14	\$ 549	\$ 615	\$ 616	\$ 620								
H	Records Management	SO	53	\$ 1,818	\$ 2,037	\$ 2,043	\$ 2,051								
	<u>Wanted and Missing Services</u>														
H	MECC	SO	13	\$ 376	\$ 422	\$ 423	\$ 425	\$ 365	\$ 268	\$ 275	\$ 350				
L	Operation SAFE Child	SO	1	\$ 38	\$ 42	\$ 42	\$ 42								
L	Most Wanted	SO	0.5	\$ 19	\$ 21	\$ 21	\$ 21								
	<u>Federal</u>														
M	Internet Crimes Against Children - Federal	SO	1												
	Total		241	\$ 8,681	\$ 9,727	\$ 9,753	\$ 9,731	\$ 365	\$ 268	\$ 275	\$ 350				

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Identification Services: Criminal Fingerprint Processing

Mandate:

NYS Executive Law: §§ 837.7 and 837.8.

§837.7 Receive, process and file fingerprints, photographs and other descriptive data for the purpose of establishing identity and previous criminal record.

§837.8 Adopt measures to assure the security and privacy of identification and information data.

Mandated Funding Level:

N/A

Brief Description/History/Background:

Criminal Identification processes fingerprint transactions associated with misdemeanor and felony arrests, incarcerations, and other criminal justice related inquiries. DCJS operates 24/7/365 to provide criminal history records that contain up-to-date arrest and conviction information to criminal justice agencies.

Criminal transactions are searched against a database of over 15 million fingerprint images. Fingerprints are submitted to DCJS by the arresting agency. DCJS returns criminal history record reports (rapsheets) electronically to law enforcement agencies, district attorneys, and courts in response to the fingerprint submission within three hours of fingerprint card receipt. This allows courts to use the positive identification of offenders, past criminal histories, and any warrant information for arraignment and bail determinations. DCJS developed and implemented the Store & Forward initiative to improve the quality of fingerprint images, search accuracy, and response time. This electronic interface links remote fingerprinting sites to the Division's Statewide Automated Fingerprint Identification System (SAFIS).

Issues:

This program area relies on experienced technical fingerprint examiners to review, classify, and compare fingerprint images, and to read, interpret, and modify criminal history records as required. Additional entry level examiner positions should be filled to replace the higher level examiners when needed.

Population Served:

State and Federal criminal justice agencies including law enforcement agencies, district attorneys offices and courts.

Performance Measures:

In 2007, a total of 585,678 arrest fingerprint transactions were processed. Of these, 514,101 were submitted electronically to DCJS, a 9% increase from 2006. An additional 144,297 fingerprint transactions were processed for inquiry, incarceration, or parole or probation purposes. In 2007, nearly 100% of electronic submissions were processed within 3 hours of receipt, with an average turnaround time of 30 minutes. DCJS increased the percentage of electronic fingerprint submissions in 2007 to 88%, an increase of over 44,000 electronic fingerprint submissions as compared to 2006.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Identification Services: Civil Fingerprint Processing

Mandate:

NYS Executive Law: §§ 837.8a
Agriculture and Markets Law §11
Alcoholic and Beverage Control Law §64-b
Arts and Cultural Affairs Law §61.11
Banking Law §§22, 369, 591, 591-a, 595, 4002, 9001-a
Civil Service Law §50
Education Law §§216-c, 305(30)(a), 2590-h, 2852(4), 3004-b
Environmental Conservation Law §27-0913
Executive Law §§435, 837(8-a), 837-c, 837-m, 837-n, 837-p(2), 837-p(3), 845-b
General Business Law §§72(1), 81, 89-h, 89-i, 174, 251-b, 359-e; Article 39-G
General Municipal Law §189-a
Insurance Law §§1102, 2108, 6802, 7802, 7803
Labor Law §§212-a(2)(b), 458(4)
Penal Law §400.00
Public Authorities Law §1728(4)
Public Health Law Article 28-E
Racing, Pari-Mutual Wagering and Breeding Law §§213, 309, 409
Social Service Law §§378-a, 390-e
Tax Law §§480, 1605(e)
Unconsolidated Laws §§8911, 9906
Vehicle and Traffic Law §§501(6), 509, 509-d, 509-cc, 1229-d

Mandated Funding Level:

N/A

Brief Description/History/Background:

Civil Identification is responsible for processing fingerprint submissions that are associated with applications for employment or licensing that require a fingerprint based criminal history background check pursuant to local, State or federal laws. Civil Identification is also responsible for the processing of over 500,000 civil applicant fingerprint cards per year, along with the receipt of more than \$42 million in revenue related to associated fingerprint processing fees. Received from more than 600 contributor agencies, submissions require timely processing of individuals seeking employment or licensing throughout the State. In 2006, the Public Health Law was amended to require fingerprint supported criminal history checks for prospective nursing home and home health care agency employees. In 2007, amendments to the Social Services Law and Mental Hygiene Law provided for both State and federal fingerprint checks to be conducted for prospective adoptive and foster parents, as well as individuals providing services to the mentally disabled.

Issues:

Over the past several years, new legislation and the increased use of electronic fingerprint transmission required expanded knowledge and interaction with state and federal entities to maintain critical fingerprint processing services. Legislative enactments will result in excess of 600,000 civil fingerprint submissions during fiscal year 2009-2010. The implementation of a statewide vendor-managed fingerprint system is expected to result in over 90 percent of civil fingerprints being submitted electronically to DCJS and the FBI.

Population Served:

Entities associated with applications for certain occupations or licenses that require a fingerprint based criminal history background check pursuant to local law, State statute or federal laws. This includes, the elderly, mentally disabled, children in day care and schools, children riding school buses, foster and adoptive parents, transporters of hazardous materials and many more categories that impact the population of the State.

Performance Measures:

In 2007, there were 554,368 civil fingerprint transactions submitted, an increase of 24% as compared to 2006. In addition, 77% of all civil fingerprints submitted were submitted electronically, as compared to 64% in 2006. Civil fingerprints were processing with an average turnaround time of 1 day.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Latents: Crime Scene Print Processing

Mandate:

NYS Executive Law: §837

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Latent Print unit receives latent crime-scene prints from law enforcement agencies across the State and from other parts of the country, and searches them electronically using the Statewide Automated Fingerprint Identification System (SAFIS) technology against a special database of fingerprint images. This unit attempts to identify the person to whom the latent prints belong as part of criminal investigations by law enforcement agencies.

Issues:

In response to landmark court challenges, and the higher burden of proof expected from the Forensic Community, DCJS is seeking to become an accredited crime lab under the auspices of the American Society of Crime Lab Directors/Laboratory Accreditation Board. (ASCLD/LAB).

Population Served:

DCJS Latent Prints provides: crime scene identification services to all of the police agencies in our seventeen county zone of responsibility; system support and technical advice to the 19 Regional Latent Sites throughout New York; and the gateway for the state's police agencies for searching latent fingerprints against the FBI's IAFIS and palm print latents against NYPD's Palm Print System.

Performance Measures:

During 2007, 36,729 crime scene print searches were conducted against the DCJS database, a decrease (-13%) from 2006. During 2007, DCJS and the Regional SAFIS sites positively identified 1,332 crime scene fingerprints. Since the inception of SAFIS, 22,040 crime scene fingerprint identifications have been made.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Records Management: Completeness and Accuracy of Criminal History Records

Mandate:

NYS Executive Law: §837

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Records Management Bureau supports the Administrative Functions, Seal and Disposition, Central Files, and Planning and Research. Records Management is responsible for maintaining the accuracy and completeness of DCJS' criminal history database, and for all of the administrative functions such as personnel management, operational reporting, document management, internal controls and planning within the Office of Criminal Justice Operations (OCJO). Each quarter, DCJS reviews all arrests on file that occurred at least two years ago, and reports on the percent of these with a complete disposition on file. OCJO continually works to improve the quality of criminal history information through its training efforts.

Issues:

During the next fiscal year, the Records Management Bureau will be responsible for the maintenance of Agency Tables and the assignment of ORI numbers to new user agencies. With the advent of the Integrated Portal replacing the current NYSPIN system used by the criminal justice community, work in this area may increase. Along with the Integrated Portal, record validation processes may change. If current plans come to fruition for Central Files, [digital conversion of the files that make-up Central Files], required staffing will be reduced to staff that will perform on-going conversion for new filing. This should average conversion of approximately 3,600 transactions per day. If the conversion is completed prior to the next fiscal year, a savings will be realized as a result of elimination of approximately 18,000 to 20,000 square feet of rental office space.

Population Served:

State, Federal, and local criminal justice agencies including law enforcement, courts, prosecution/district attorneys' offices, corrections, probation/parole/alternatives to incarceration, Suitability Units of State and local agencies, and the general public and inmate populations (Record Review and Challenge Program).

Performance Measures:

In 2007, a total of 22,341 Record Reviews were completed, a decrease of 5% compared to 2006. Of the 22,341 reviews completed, 64% were Inmate Record Reviews and 35% were Public Record reviews. The number of all arrest events with a final disposition on the criminal history file has not changed in the past year, and is now at 93.4%. Two training sessions were held during 2007, involving 320 town and village court clerks.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Wanted & Missing Services: The Missing and Exploited Children Clearinghouse (MECC)

Mandate:

NYS Executive Law: §§ 837-e, 837-f and 838.

§837-e. Statewide Central Register of Missing Children

§837-f. Missing and Exploited Children Clearinghouse

§838 Identification of Unknown Dead and Missing Persons

NYS Official Compilation of Codes, Rules and Regulation (NYCRR): 9 NYCRR Part 6055

Campus Safety Act of 1999: Pursuant to the Campus Safety Act of 1999, MECC is also responsible for providing assistance in cases involving missing college students.

Mandated Funding Level:

N/A

Brief Description/History/Background:

Services provided by MECC generally fall into three categories: investigative support services for law enforcement, assistance provided to left-behind family members, and community education programs. The Clearinghouse is responsible for the 1-800-FIND-KID hotline that is operational 24/7/365. Other support services include: analysis of dental and anatomical information in connection with missing child cases; case management; electronically distributing missing child posters to public and private entities statewide, placing missing child photographs and biographical information on the DCJS and National Center for Missing Exploited Children (NCMEC) web sites; and developing lead information by conducting searches through informational databases such as Federal Parent Locator Service. MECC also coordinates and operates the DCJS Missing Child/College Student Alert programs, and cooperatively operates the NYS AMBER Alert program with the New York State Police. Each of these programs provide for rapid and widespread public dissemination of missing and abducted child information.

Issues:

MECC continues to implement the AdvocacyPro database management system that is replacing the more than 10 year old MECC database. Staff is very involved with providing excellent service to the community and law enforcement through their efforts as case managers or assisting with outreach to schools and communities. During 2007, MECC received \$238,007 from NYS Taxation and Finance as a result of taxpayer donations. Tax deductible credit card donations will also be accepted online to raise funds.

Population Served:

Law enforcement, state and federal government agencies, schools, community education programs and the general public. MECC is a strong partner with parents and law enforcement in preventing and investigating child abduction and exploitation.

Performance Measures:

Approximately 21,100 missing child cases (e.g., runaways, acquaintance, familial and stranger abductions, etc.) were reported by law enforcement agencies statewide in 2007.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Wanted & Missing Services: Operation SAFE CHILD

Mandate:

N/A

Mandated Funding Level:

N/A

Brief Description/History/Background:

In June 2005, DCJS implemented Operation SAFE CHILD, which was designed to raise awareness about child safety, and to make current child information kits more readily available to parents throughout New York State. The goal of this program is to record and store the fingerprints, basic biographical information and photographs of children who are not missing -- information critical to expediting the return of a missing child. Through an historic partnership with the NYS Police, New York State Sheriffs' Association, New York City Police Department, and New York State Association of Chiefs of Police, DCJS is providing Operation SAFE CHILD cards to families across the State. Operation SAFE CHILD utilizes the latest digital technology including digital cameras, live scan fingerprint readers, laptop computers, and card printers to revolutionize the collection of pertinent data of any child under the age of 18. The photo and fingerprints can be quickly scanned and disseminated to appropriate systems to assist in the investigation to locate the child.

Issues:

Though the Operation SAFE CHILD program has been very successful and well received by law enforcement and communities statewide, it has also incurred overtime costs for the Wanted and Missing Services Bureau. Staff has taken steps to reduce overtime by designating only specific events for providing Operation SAFE CHILD services. The majority of 2008 scheduled events were held in schools, thus reducing our overtime costs and we will continue this service.

Population Served:

This program represents an unprecedented level of cooperation between State and local law enforcement officials, schools, community education programs and the general public.

Performance Measures:

Through July 2008, nearly 250,000 children have been registered in the Operation SAFE CHILD program. More than 92 percent of parents choose to have their children's data stored with the Missing and Exploited Children Clearinghouse at DCJS.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Wanted & Missing Services: NYS Most Wanted

Mandate:

N/A

Mandated Funding Level:

N/A

Brief Description/History/Background:

The NYS Most Wanted program was launched on January 5, 2005 and more than 135 fugitives have been apprehended. The program was implemented to help create a coordinated strategy to apprehend the most dangerous fugitives through enhanced teamwork among existing federal, state and local fugitive apprehension efforts. The focal point of the strategy is the NYS Most Wanted web site featuring the top 100 most dangerous fugitives in New York State. This web site has been tremendously helpful in drawing the attention of law enforcement officers throughout the state as well as the general public. These fugitives were responsible for committing hundreds of crimes including murder, rape and armed robbery.

Issues:

Wanted and Missing Services staff continue to seek new subjects from the law enforcement community for consideration for the program. Staff continues to reach out to law enforcement for new candidates.

Population Served:

Federal, state and local law enforcement officials have been working together to make sure that these violent criminals are taken off our streets.

Performance Measures:

Since its inception, the Most Wanted web site has received more than 3.8 million hits and more than 330 tips have been called into the tips line.

Agency Programs/Activities: Inventory and Key Data
Division of Criminal Justice Services
Office of Justice Information Services

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)			
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected
Production Support															
H	Production Support Staffing	SO	72	\$ 4,227	\$ 4,734	\$ 4,747	\$ 4,762								
H	Contractual Obligations (Total)			\$ 11,291	\$ 12,651	\$ 12,684	\$ 12,760								
H	Replacement Cycle			\$ 1,552	\$ 1,739	\$ 1,743	\$ 1,793	\$ -	\$ -	\$ 106	\$ 113				
H	SAFIS Matchers			\$ 774	\$ 868	\$ 870	\$ 848								
H	Staff Augmentation							\$ 880	\$ 3,764	\$ 1,758	\$ 1,755				
M	Standardized Forms			\$ 72	\$ 81	\$ 81	\$ 79								
M	Customer Support - Travel and Training			\$ 93	\$ 104	\$ 105	\$ 102								
Integrated Justice Data Sharing															
H	Integrated Justice Data Sharing Staffing		1	\$ 57	\$ 64	\$ 64	\$ 65	\$ -	\$ -	\$ 1,408	\$ 2,284				
H	Integrated Justice Data Sharing Initiative							\$ -	\$ 223	\$ -	\$ 992				
H	Integrated Justice Data Sharing Software														
Core Systems Replacement															
H	Core System Replacement Staffing		15	\$ 985	\$ 1,104	\$ 1,107	\$ 1,107	\$ 75	\$ 275	\$ -	\$ -	\$ -	\$ -	\$ 4,460	\$ 4,390
H	AFIS Next Generation							\$ 882	\$ 3,571	\$ 7,056	\$ 5,338				
H	Legacy Renewal		0	\$ -	\$ -	\$ -	\$ -	\$ 170	\$ 1,000	\$ 1,251	\$ 1,444				
H	Project Management Office for DCJS							\$ 1,648	\$ 1,648	\$ 1,062	\$ 1,325				
H	Technical Architects														
Project Initiatives															
H	Project Initiatives Staffing		15	\$ 985	\$ 1,104	\$ 1,107	\$ 1,107								
M	DCJS Supported Public Safety Systems							\$ -	\$ 356	\$ 982	\$ 588				
M	Automated Regression Testing							\$ -	\$ -	\$ -	\$ 30				
M	Business Intelligence							\$ -	\$ 373	\$ 505	\$ 78				
H	Disaster Recovery (Enterprise System)							\$ -	\$ 795	\$ 91	\$ 175				
L	Customer Connectivity							\$ 92	\$ 93	\$ 271	\$ -				
H	Fingerprint Disaster Response							\$ -	\$ -	\$ 19	\$ 114				
H	Local Crime Analysis Centers		1	\$ 74	\$ 83	\$ 83	\$ 84	\$ -	\$ -	\$ -	\$ -				
M	Novell NDS Migration to Microsoft Active Directory							\$ -	\$ -	\$ 168	\$ -				
H	Oracle Financials Enhancements							\$ -	\$ -	\$ 59	\$ 151				
Integrated Justice Technology (IJAB)															
H	Integrated Justice Technology Staffing		17	\$ 1,099	\$ 1,231	\$ 1,234	\$ 1,235	\$ 3,581	\$ 2,857	\$ 5,264	\$ 5,615				
H	Integrated Justice Platform Development and Support							\$ -	\$ -	\$ -	\$ -				
	Total		121	\$ 21,209	\$ 23,763	\$ 23,825	\$ 23,941	\$ 7,328	\$ 14,955	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 4,460	\$ 4,390
Federal															
	Production Support	SO	22												
	Core Systems Replacement	SO	21												
	Project Initiatives	SO	11												
	Total Federal		54												

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Production Support: Production Support Staffing

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The resources required to support our production systems includes staff in our Technical Services group (server, system software, and monitoring) and also includes our Help Desk, Customer Service staff and the staff who provide support for our applications. The Technical Services group is responsible for the 7 x 24 availability of our core public safety systems. The supported systems include our criminal and civil fingerprint processing, the Sex Offender Management Systems and eJusticeNY.

Issues:

While the Division is in the process of replacing outdated hardware and software, it is difficult to retain staff with a working understanding of obsolete technologies.

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS Operational user groups

Performance Measures:

System downtime reports

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Production Support: Contractual Obligations (Total)

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The services provided by both the Office of Justice Information Services and DCJS' operational units are supported by an extensive and evolving Information Technology infrastructure. The hardware and software that comprise this infrastructure require multiple agreements with external vendors to provide ongoing maintenance and other services. These services are non-discretionary and must be provided to assure the infrastructure remains operational. This need is particular acute while we are in the process of transitioning off several outdated technology platforms. These services and costs breakdown into three major categories, including: a) data processing services provided by the Office for Technology, b) maintenance for the Sagem Morpho fingerprint processing systems and, c) miscellaneous support contracts.

The OFT portion covers the data processing services (hardware, software and support) based on projected processing cycles, as well as, miscellaneous services - - e.g., e-mail. These charges represent almost 40% of our obligated costs.

The maintenance agreement with Sagem Morpho covers the technical services required to assure that the complex fingerprint systems remain operational. The maintenance agreement is scheduled to end in August 2009, but must be extended until the migration to the next generation of fingerprint systems is successfully implemented. This agreement represents less than 25% of our obligated costs.

In addition to these two service providers, DCJS has multiple other agreements with vendors supporting a variety of large and small systems. Overall, these costs represent between 35 and 40 % of our obligated cost. The most significant of these agreements are for services provided to support our IBM hardware and software, the Oracle databases, the Sun servers and the UNISYS mainframe.

As indicated above, these services are non-discretionary and absolutely critical since we are "mid stream" in the migration to newer technology. However, continuation of our Core Systems Replacement initiatives will eliminate the need for the support associated with the old systems when they are retired - - e.g., UNISYS mainframe.

Issues:

The most significant challenge will be to assure we can retain service contracts for the full lifecycle of the retiring mainframe and the fingerprint system.

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS Operational user groups
- OJIS

Performance Measures:

- Number of contracts managed
- Number of contracts approved

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Production Support: Replacement Cycle

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS has implemented an Information Technology (IT) replacement cycle. This program/activity is designed to keep the Division's hardware infrastructure up-to-date. This reduces maintenance and support costs and minimizes system interoperability issues by staying current with technology. The replacement cycle has already been extended from 4 years to 5 years for some items. The items included in this replacement cycle are: desktops and laptops; servers; network equipment such as routers, switches and firewalls; Storage Area Network (SAN) equipment; and user authentication hardware tokens.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups
- OJIS

Performance Measures:

- Percentage of equipment complying with approved cycle
- Percentage of software complying with approved cycle

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Production Support: SAFIS Matchers

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The core business function of DCJS is receiving, processing, and identifying criminal, civil and crime scene fingerprint submissions against resident base files of fingerprint images. The outcome of this important public safety operation is the positive identification of subject individuals, and the timely dissemination of their complete and accurate criminal history record information (CHRI) to approximately 1,200 authorized agencies in New York State. DCJS' Office of Criminal Justice Operations provides full Tenprint and crime scene fingerprint processing services 24 hours a day, 7 days a week, 365 days a year. Professional fingerprint examiners integrate traditional and time honored identification skills with Statewide Automated Fingerprint Identification System (SAFIS) technology to support both the State's criminal justice system and the suitability determination process in relation to applications for certain types of employment and licenses.

In SAFIS, new prints and updates are added to the Image and Matcher databases as they are received. Each Matcher holds a finite number of search algorithms and when the last available Matcher is full, SAFIS processing will stop until a new Matcher is added. SAFIS Matchers are needed to accommodate projected normal growth on DCJS' fingerprint system.

SAFIS was originally designed in 1989. SAFIS components have been augmented or replaced on an ongoing basis as old technology becomes obsolete, and new technology becomes available, maintaining the highest standards in accuracy and response times.

Issues:

The existing SAFIS system must remain fully operational until it is replaced by SABIS, projected for January 2011. Bids for the new system were received 08/15/08.

Population Served:

-Federal, State, and local criminal justice user communities

Performance Measures:

- Matchers within percentage of maximum capacity
- Projection of capacity

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Production Support: Staff Augmentation

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

In support of critical agency services, DCJS implements numerous large, high profile projects and manages transition to new technologies. Additional technical, programming and other staff from outside consultant service vendors will be required to successfully complete these projects and manage technology transitions. Resources will be used to support Integrated Justice Advisory Board (IJAB) projects and other DCJS coordinated projects, supervised and controlled by agency staff. These resources will supplement agency IT staff on existing projects, system enhancements (to support legislative changes and other strategic initiatives), and provide operational support, respond to ad hoc requests, and perform routine maintenance on existing and new systems. Some resources will also be used to replace existing agency technical and managerial resources, temporarily utilized elsewhere to implement these initiatives.

The need for staff augmentation began in 2007 and continues through FY 09/10.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

- Staff with skills unavailable in work force
- Expected rolloff per year
- Successful decommission of legacy systems
- Expected -vs- Actual rolloff of contractor staff

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Production Support: Standardized Forms

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

In support of State law enforcement agencies, DCJS distributes a variety of standardized forms to agencies and courts within New York State. The forms are used to report warrant, incident, arrest, DWI arrest, and domestic incident activity statewide in a standardized format. DCJS has been providing these forms at no cost to the agencies for over 20 years.

Issues:

N/A

Population Served:

-Federal, State, and local criminal justice user communities

Performance Measures:

- Number of local criminal justice agencies using forms
- Number of mandated forms shipped to local law enforcement agencies
- Time from request to shipping

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Production Support: Customer Support - Travel & Training

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS is responsible for providing training for multiple needs to over 1,500 law enforcement agencies. The training involves DCJS applications, including eJusticeNY, SJS, and the Integrated Justice Portal. DCJS uses "Live Meetings" to deliver much of this training remotely in a very cost effective manner. As an example, DCJS provides training on How to Read a Rap Sheet to district attorney's, judges, and court clerks.

Although DCJS makes every effort to minimize State employee travel with the use of these new technologies, we find it necessary at times to go into the field to conduct training, as requested by agencies. This is increasingly important as additional services are offered through the Integrated Justice Portal

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS Operational user groups

Performance Measures:

- Number of remote training classes
- Number of students trained in eJusticeNY
- Number of Live Meeting Training Sessions
- Number of students trained using Live Meeting Technology
- Number of Association meetings attended

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Integrated Justice Data Sharing: Staffing

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

There is one state resource dedicated to the implementation of the NYS Offender Assessment and Data Sharing (NOADS) initiative which is under the re-entry umbrella. This resource is responsible for coordinating the multi-agency working groups and the technology projects that will facilitate data-sharing.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS Operational user groups

Performance Measures:

N/A

Attachment C

**Division of Criminal Justice Services
PROGRAM INFORMATION SHEET**

Program: Integrated Justice Data Sharing: New York Offender Assessment and Data Sharing (NOADS)

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The NYS Reentry Task Force was formed in 2002 and includes representatives from DCJS and the three supervision agencies (DOCS, Parole, and Probation), as well as a number of other agencies. The NYS Offender Assessment and Data Sharing (NOADS) project was conceived to use technology to support the systemic changes necessary to bring offender corrections and supervision practice in New York State into alignment with the principles of evidence-based practice – doing what has been proven to work based on decades of research in the field. The goals of re-entry are to reduce recidivism, violence, and costs by increasing offenders' successful re-entry into society as law abiding citizens.

The purpose of the NOADS project is to provide IT support for a number of the goals of the NYS Re-Entry Taskforce. More specifically, the three major goals, or projects, within this proposal are as follows:

1. Implement a common, automated adult offender risk and needs assessment instrument (COMPAS) that is available through the Integrated Justice Portal for DPCA, Parole, and DOCS to use in managing offenders.
2. Develop standardized (NIEM-compliant XML) data exchanges to promote data sharing of critical offender-based information among the criminal justice agencies.
3. Create an offender-related data repository within the Integrated Justice Portal to provide common access to data that is critical to multiple criminal justice agencies, such as the Presentence Investigation Reports (PSIs), as well as other offender information.

The NOADS project began in early 2008. To date, a major deliverable for the first goal outlined above has just been completed, work is underway for the second goal, and planning efforts have begun for the third goal.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS Operational user groups

Performance Measures:

- Number of Compas Users
- Number of Compas Transactions
- Number of IPRS Users
- Number of IPRS Transactions

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Integrated Justice Data Sharing: Software

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
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- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Integrated Justice (IJ) Data Sharing Software project implements emerging industry standards for reusable software architecture, including Service Oriented Architecture (SOA).

DCJS business processes have the following characteristics:

- Complex processes involving multiple agencies (FBI, NCIC, III, City and County Police Depts., State Police, DPCA, DOCS, etc.)
- Data integration across multiple systems & formats

The IJ Data Sharing project implements a set of standards-based technologies for the design, execution, and management of complex business processes and information exchanges. Data sharing allows DCJS to decompose business processes into reusable services and reassemble them to create complex and flexible processes. Individual services can perform business actions, or integrate data between disparate systems. This project allows us to reduce development effort for new applications, and to integrate existing applications and data sources in a loosely-coupled manner.

If DCJS does not adopt SOA, DCJS will be compelled to develop stand-alone solutions to manage business processes and develop point-to-point data sharing solutions. This results in duplicated effort, inconsistency across different solutions and expensive maintenance and support. Integration across enterprise boundaries and platforms becomes harder and can require multiple point solutions.

This project began in 2008 and is in the planning phase.

Issues:

N/A

Population Served:

- Federal, State, and local Criminal Justice user communities
- DCJS operational user groups
- OJIS

Performance Measures:

- Number of users
- Number of reports produced

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Core Systems Replacement: Core System Replacement Staffing

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
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- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS' primary systems are running on outdated hardware and software. DCJS is working to reduce the cost and risk associated with continuing to operate its mainframe, Forte environment and outdated fingerprint system. The risk results from the age of many of the systems and their use of obsolete and unsupported system software. The underlying Service Oriented Architecture technology on which the systems are being built can be leveraged to support future public safety initiatives and maximize the lifecycle and investments in these systems. We have procured consultant services to, at the direction of a DCJS manager, perform the services needed to analyze the existing system, extract business rules and documentation, and design and develop a replacement system that provides identical functionality to the existing system in a more modern technical environment. DCJS is providing subject matter expertise, review of documentation and code and will perform testing of the new system.

Issues:

While the Division is in the process of replacing outdated hardware and software, it is difficult to retain staff with a working understanding of obsolete technology.

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

N/A

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Core Systems Replacement: Core Systems: AFIS Next Generation

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
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- EL § 837 – e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The core business function of DCJS is receiving, processing, and identifying criminal, civil and crime scene fingerprint submissions against resident base files of fingerprint images. The outcome of this important public safety operation is the positive identification of subject individuals, and the timely dissemination of their complete and accurate criminal history record information (CHRI) to approximately 1,200 authorized agencies in New York State.

DCJS' Office of Criminal Justice Operations (DCJS) provides full Tenprint and crime scene fingerprint processing services 24 hours a day, 7 days a week, 365 days a year. Professional fingerprint examiners integrate traditional and time honored identification skills with Statewide Automated Fingerprint Identification System (SAFIS) technology to support both the State's criminal justice system and the suitability determination process in relation to applications for certain types of employment and licenses.

DCJS is currently in an active procurement process to replace the current, aging SAFIS with a new, state-of-the art Statewide Automated Biometric Identification System (SABIS). SABIS will be used to support the mission-critical objective of providing authorized agencies with the positive identification of individuals through the rapid and accurate processing of input criminal and civil Tenprint transactions and Latent fingerprints.

SAFIS was originally designed in 1989. SAFIS Components have been augmented or replaced on an ongoing basis as old technology becomes obsolete, and new technology becomes available, maintaining the highest standards in accuracy and response times.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

- Selection of Vendor
- Implementation Plan Approved
- Milestones met
- Percent completed

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Core Systems Replacement: Legacy Renewal

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
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- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS continues to maintain a Unisys mainframe platform in support of critical law enforcement services. The system depends on software which has not been supported for many years. Some of this software will not be supported by the vendor at any cost, while other components require special maintenance contracts. Additionally, many of the hardware components are obsolete and require special contacts for maintenance. In the future, additional software components and the mainframe hardware itself will cease to be supported.

Keeping mainframe DMS II database and the newer Oracle database in sync requires a time-consuming process of data conversion. Additionally, in the event of a failure ranging from software or hardware errors to a full blown disaster, recovery and resynchronization of the databases would be extremely difficult if possible at all.

Additionally, there is the continuing risk of the loss of resources possessing skills in the older technology due to retirements.

Legacy Renewal includes the following projects:

- Conversion of remaining mainframe application processing systems to Java / J2EE.
- Forte to Java Conversion to convert code written in SUN/FORTE 4GL, currently supporting Legacy eJusticeNY applications on the Integrated Justice Platform.
- Implement a new integrated, highly effective and adaptable Statewide Sex Offender Management system.
- Implement a Name Search Upgrade to bring the software release to a current, supported version.

In addition to reducing the cost and risk associated with the DCJS mainframe and its legacy systems, establishing a modern architecture for all systems will provide an enhanced ability to respond to changing user and application needs. DCJS seeks to leverage its systems to provide greater functionality and better integration with other criminal justice services from local, State and Federal partner agencies.

Completion of this project is critical to ensure DCJS is on a supported application, able to retain resources to support the application and avoid the significant costs of annual maintenance for unsupported software. The result of this project is applications which are critical to DCJS' core mission to Enhance Public Safety and Improve Criminal Justice. The DCJS Unisys mainframe has been in existence since the 1980s. Forte, which includes the Sex Offender application, was implemented in the late 1990's. All of these projects are multi-year projects and are in the execution phase.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

- Percent of functionality moved to new system
- Percent of milestones met
- Percent of project completed

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Core Systems Replacement; Project Management Office for DCJS

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
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- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS instituted a Project Management Office (PMO) in 2005 to establish the structures and processes necessary to promote more efficient performance and accountability of DCJS IT resources, and to ensure alignment of these resources with the Agency's top priorities. The PMO was initially focused on Portfolio Management, with a charter to develop processes to better control project origination and monitor the list of active IT projects.

Within its first months of operation, the PMO tracked as many as 104 IT projects and introduced an IT Project Dashboard providing executive staff a high level overview of the status of all active IT projects. The PMO designed and implemented work processes, project management templates, and training for Business Case, Project Scope, Service (work) Requests, Change Control, and Project Status Reporting.

The PMO also facilitates the Integrated Justice Advisory Board (IJAB), consisting of five criminal justice agencies, which have a number of inter-related IT projects underway. In 2007, to support the core systems replacement within DCJS and address resource constraints, the responsibilities of the PMO were significantly expanded to provide the essential governance and process needed to ensure project success.

Working closely with DCJS' Enterprise Architecture Office (EAO), the team developed a modern iterative agile software development life cycle (SDLC), which incorporates concepts and methods promoted in the industry standard Rational Unified Process (RUP), the industry renowned Agile methodology, and the NYS Office for Technology SDLC framework.

Issues:

N/A

Population Served:

-Federal, State, and local criminal justice user communities

Performance Measures:

- Business Cases Reviewed/Approved/Completed Each Year
- Service Requests Reviewed/Approved/Completed each year
- Projects completed on schedule

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Core Systems Replacement: Technical Architects

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS created an Enterprise Architecture Office (EAO) to provide technical architectural guidance, standards and roadmaps for the Integrated Justice Java/J2EE platform. This group, along with the Project Management Office, is tasked with providing the essential governance and process required to ensure project success. As DCJS is replacing/converting core systems to the J2EE platform, the EAO is staffed with experienced J2EE Enterprise Architects. These architects work closely with the PMO in defining the architecture, system development life cycle, and following the Rational Unified Process, architectural standards, and templates and guidelines. This enables project staff to develop robust, maintainable and extensible applications. This program began in 2007.

Issues:

N/A

Population Served:

-OJIS

Performance Measures:

N/A

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Project Initiatives Staffing

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

In addition to our core systems, this group supports several other applications. Some of the applications are for internal use (such as the DNA system and MECC). Other applications are for use by our customers (such as a Jails Management System, and SJS). DCJS provides Information Technology services for DPCA, SCOC, OPDV and, on limited basis, to CVB. As the hosting agency, we provide application maintenance and enhancements. Due to the number of major projects underway the numbers of discretionary project initiatives are limited. Even these discretionary projects are primarily focused on replacing obsolete technologies.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

N/A

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: DCJS-Supported Public Safety Systems

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 – e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS is responsible for providing many public safety systems. This includes new projects to comply with legislative mandates, provide new business functionality or enhance existing public safety systems. Some of these systems include:

- DNA Management System - To redesign the current DNA submission form and approval process to reduce data entry and processing times, improve data quality and improve data availability for statistical reporting and auditing purposes.
- Jails Management System (JMS) – The DCJS JMS system was first developed by DCJS in 1985 for use by local sheriffs to support operation of their county jails. In 1991, 38 counties were using the DCJS JMS to support operation of their county jail. The current platform for the Jails Management System is out-dated and will soon become obsolete and unsupported. A project needs to be initiated to convert JMS to a more stable and supported environment.
- Missing and Exploited Children's Clearinghouse (MECC) System Replacement - The case management system currently known as MECC was designed 12-15 years ago and is outdated, inefficient and sometimes incompatible with other programs currently being used by DCJS. The current project will provide a complete replacement of the primary case management system currently used by the MECC unit. This includes replacing and integrating data bases used to: record, store and retrieve missing child case information and case manager activity; flag missing child birth and educational records; prepare and disseminate missing child posters; place case information on the DCJS and NCMEC websites; and other responsibilities handled by MECC pursuant to Section 837 of the NYS Executive Law.
- State Commission of Correction (SCOC) Records Management System Redevelopment - SCOC management information system legacy applications were developed using an application development technology called Paradox in the late 1980s. This project will replace the existing SCOC management information system with a new integrated management information system linked to the Integrated Justice Portal. The first phase of this project focused on the replacement of the NYSPIN Jails Daily Population count function.
- Spectrum Justice System (SJS) Redevelopment - SJS was first implemented in the early 1990s. For SJS to remain a viable public safety application, a migration of the software from a heavy, client/server architecture to a browser based application needs to occur. The current software development environment is fast becoming obsolete. The purpose of this project is to re-engineer the Spectrum Justice System to a Web/Browser based application that will enhance user installation options, allow for additional functionality, decrease SJS' dependency on the various Windows Operating Systems, and decrease DCJS' role in installing applications and maintaining them in the field.

In addition, DCJS provides information technology support to several criminal justice agencies including the Division of Probation and Correctional Alternatives, the State Commission of Correction, the Office for the Prevention of Domestic Violence and the Crime Victims Board.

Issues:

None.

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

- Percentage of eJusticeNY Uptime
- Percentage of Mainframe Uptime
- Percentage of SAFIS Crime Scene Prints Uptime
- Percentage of SAFIS Ten Print Identification Uptime
- Agencies Enrolled in eJusticeNY
- Percent of Arrests Represented by LE Agencies enrolled in eJusticeNY
- Individuals enrolled in eJusticeNY
- Total Offender inquiries
- Rapsheets requests – eJusticeNY vs. Mainframe
- eJusticeNY Average Inquiry Response Time
- eJusticeNY Name Search Response Time
- Students Trained
- LE Store and Forward Agencies
- Contact Center Calls Received
- External LE User requests for Contact Center
- Percentage of Tickets Responded to On Time
- Contact Center Satisfaction Rating
- eJusticeNY Sex Offender Searches

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Automated Regression Testing

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
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- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS has initiated a project to automate Regression Testing. Regression Testing is necessary to verify application functionality after a modification occurs to the application, such as addition or modification of a function, a change in hardware or patches to operating system or system software upgrade. Utilization of an automated testing tool significantly reduces staff time to manually re-test an application for every software release and also improves the quality of applications by providing an automated, repeatable test.

This project began in 2008 and is in the initiation phase.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups
- OJIS

Performance Measures:

- Number of test scripts developed
- Number of test scripts executed
- Test Duration

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Business Intelligence

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS seeks to design and develop an enterprise wide business intelligence solution that integrates data from across the organization and structures it in a way that it can be accessed by internal business users, criminal justice agencies and the general public. The business intelligence solution will be comprised of an enterprise-wide data warehouse and a suite of business intelligence tools that will be used for data distribution, business analytics and end user reporting. Business Intelligence provides support for several key projects including the management of missing dispositions by the Office of Court Administration, the management of sex offender address validation, the publishing of uniform crime reports with full automation rather than human intervention, as well as upgrades to our ad hoc query capabilities for Missing and Exploited Children, and the State Commission of Correction.

Business intelligence ensures that crime data is:

- Available from a single consolidated source
- Consistent across the agency
- Organized in a way that users can understand and work with it
- Delivered in a timely and efficient manner
- Presented in terminology that business users can understand.
- Accessable to internal business users, criminal justice agencies and the general public

This program began in 2007 and is in the execution phase.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

- Number of reports produced for customers
- Number of reports developed for use by customers

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Disaster Recovery (Enterprise System)

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

This project is intended to assure that the necessary redundancy and backup capability is in place to assure uninterrupted availability of the core information technology services provided by DCJS. DCJS systems are accessed 24 x 7 x 365 by the law enforcement community around the State to obtain critical information from the fingerprint, criminal history and other systems. Loss of access to these systems for an extended period of time due to a major disaster or terrorist act would significantly limit law enforcement activities. The impact of a disaster affecting these systems will increase as additional services are pushed out to users through the Integrated Justice Portal.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups
- OJIS

Performance Measures:

- Completion of plan
- Number of System Tests

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Customer Connectivity

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Customer Connectivity Project enhances the ability of DCJS law enforcement agency customers to connect remotely to DCJS and IJAB applications. As DCJS and the IJAB develop more web-based applications within eJusticeNY, it is increasingly important for our users to have access to secure, reliable, and affordable high-speed connections to the applications.

The Project implements SSL VPN Token technology, which allows federally approved secure access to sensitive data over the internet. Investigators in larger agencies using SSL VPN Tokens have the ability to access data from any location without being tied to a desk. In other instances, this technology is the only means by which a user in a small agency such as a local police department or court would have access to this sensitive data used for investigations, bail hearings, etc. This class of user does not have the financial or technical resources allowing access to a secure network. The SSL VPN Token technology gives them the same access as their counterparts in the larger agencies.

The loss of the SSL VPN Tokens would eliminate access to critical data to a large segment of users resulting in a serious impact upon public safety. Further, as the eJusticeNY Integrated Justice Portal begins its rollout in 2008, the loss of SSL VPN Tokens would eliminate access to sensitive data formerly available on a NYSPIN terminal. The SSL VPN Token access is a large component of the access solution developed for the new Portal.

This initiative began in 2006 and is an ongoing initiative.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

- Number of agencies supported
- Number of branch offices supported
- Number of SSL VPN Tokens Issued

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Fingerprint Disaster Response

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS has developed a "Statewide Temporary EFTS (Fingerprint) Processing System" (STEPS) as part of a disaster response to an emergency or extended system outage.

The criminal justice system in New York State depends upon DCJS' automated systems to provide quick, accurate, and reliable processing of criminal fingerprint transactions. If the DCJS site in Albany were to become unavailable for a significant period of time, there would be a critical disruption to the administration of criminal justice in the State. STEPS will provide a disaster response for the continuation of Priority 1 criminal fingerprint processing, in the event that the DCJS site in Albany were to become unavailable. A few examples of the types of problems that could occur would be a disaster that destroyed or badly damaged the building in Albany or a quarantine situation that would prevent employees from entering the building.

The activation of STEPS in an emergency would immediately switch all electronic fingerprint input (Store and Forward transactions) from DCJS to an alternate location in NYS, and then forward only criminal transactions to the FBI for processing and response. This will allow for a virtually seamless process that would provide uninterrupted service to our Store and Forward customers for criminal fingerprint submissions.

This project began in 2007, was initially implemented by year end, and is undergoing system enhancements in 2008.

Issues:

N/A

Population Served:

- Federal, State, and local Criminal Justice user communities
- DCJS operational user groups
- OJIS

Performance Measures:

- Number of agencies fully enrolled in STEPS
- Number of agencies responding to yearly data collection
- Number of agencies responding to test messages

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Local Crime Analysis Centers

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 – e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

DCJS is facilitating an initiative to establish Local Crime Analysis Centers (LCAC) in high crime areas. These local, multi-agency centers will serve as a central hub for crime analysis and information sharing for law enforcement and criminal justice agencies with the primary mission of reducing Part 1 crimes within their area. LCAC's are planned for Erie, Monroe, Onondaga, and Albany counties.

Each Crime Analysis Center will allow representatives of the key criminal justice agencies to be co-located along with crime analysts. The center will also serve as the hub of technology for an information sharing network for the region.

A major deliverable from this project is the ability to integrate many types of data resources to allow users to retrieve all of the currently available information on a topic at once (much like a Google search). Criminal justice organizations throughout the regions are able to decide what data they will expose to the other agencies and what information is critical to their operation. The sharing of information is a cornerstone of the State's long-term Operation IMPACT strategy.

This project began in 2007 and is in the execution phase.

Issues:

N/A

Population Served:

- Federal, State, and local criminal justice user communities
- DCJS operational user groups

Performance Measures:

- Number of operational centers
- Number of local agencies participating
- Number of inquiries using VA software

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Novell NDS Migration to Microsoft Active Directory

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

This project will migrate the existing Novell Netware 6.5 environment to Microsoft Windows Server, providing file sharing, print services and user authentication for DCJS, DPCA, SCOC, OPDV and BOSE.

Novell Netware 6.5 will reach end of life on 03/07/2010 when general support ends. Novell's replacement product is Linux-based Open Enterprise Server. While Novell's future direction is to have customers move to OES, it is difficult for DCJS to find resources with Novell skills. In addition, hardware support for the servers that host the current Novell Netware environment ends on 04/18/2009. Hence, the agency is in a position where both software and hardware that support the Novell Netware environment will be unavailable in the near future.

The migration will put the agency in a position to leverage the capabilities of the existing Microsoft Windows Server environment and take advantage of the full range of services provided by Microsoft (file sharing, print services, user and group directory services via Active Directory, etc.). Active Directory runs under Windows Server, which is a strategic server platform for DCJS and provides the means to manage network environment identities, relationships, user roles, authentication and printing.

The primary benefits of this project are:

- 1) Consolidate the number of operating system platforms (eliminate Novell; standardize on Windows Server).
- 2) Reduce the number of physical servers by hosting the new Microsoft Windows environment in a virtualized environment (VMware), if feasible. This will reduce maintenance and environmental costs.
- 3) Consolidate the number of directories (standardize on Microsoft AD for internal DCJS directory services).
- 4) Streamline customer access by reducing the number of passwords required (integrate with NYSeMail/Microsoft Exchange, Bluecoat Internet Proxy, other applications).
- 5) The Microsoft Enterprise Agreement makes it more affordable to deploy multiple Microsoft products in DCJS' environment.

This project began in 2008 and is in the planning stages.

Issues:

N/A

Population Served:

-Federal, State, and local criminal justice user communities

Performance Measures:

- Percentage of users migrated
- Number of servers migrated
- Number of offices migrated

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Project Initiatives: Oracle Financials Enhancements

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The purpose of this project is to develop a team of experienced consultants to provide support for the Oracle Financials system during the upgrade of the Markview 170 Systems software (Document Management System); integrating new functionality for iProcurement and iExpenses; interfacing with DCJS' Grants Management System to automate Voucher Payments (eVouchering) and working with the NYS FMS vendor on future integration.

Oracle Financials was first implemented at DCJS in 2002 with several business improvements over the last few years including a major software upgrade in 2007.

Issues:

N/A

Population Served:

-OJIS

Performance Measures:

- Number of users added
- New functionality added
- Upgrades

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Integrated Justice Technology (IJAB): Integrated Justice Technology Staffing

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
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- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Integrated Justice Advisory Board was launched in 2004. The board is made up of the CIO and deputy CIO of the following agencies: Department of Correctional Services, NY State Police (co-chair), Division of Parole, Division of Criminal Justice Services (co-chair), and the Office of Homeland Security. The IJAB decided to form a technology unit to support their goal of improving access to criminal justice systems through a new integrated portal that will consolidate all of the functions of the New York Statewide Police Information Network ("NYSPIN") and of eJusticeNY. This technology unit is charged with the implementation and support of the platforms and technologies necessary to support the integrated portal and other cross-agency data sharing initiatives.

Issues:

N/A

Population Served:

-Federal, State, and local criminal justice user communities

Performance Measures:

N/A

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Integrated Justice Technology (IJAB): Integrated Justice Platform Development and Support

Mandate:

OJIS operations are driven by general and specific statutory provisions which require DCJS to maintain systems to collect, retain, and provide access to law enforcement records, including performing fingerprint matching services which tie the information to individuals. Illustrative Executive Law and Corrections Law mandates include:

- EL § 837 (4) (a) – (f) Collect, evaluate and disseminate public safety information
- EL § 837 (4) (d) – Provide data to the FBI for inclusion into national databases
- EL § 837 (6) & (7) – Maintain centralized fingerprint systems linked to CCH
- EL § 837 (8) – Assure security and privacy of criminal history information
- EL § 837 –e and f – Maintain a Central Registry for Missing Children
- EL § 837 m – p – Perform criminal history searches for civil employment
- EL § 838 (4) – Perform fingerprint comparisons for identification of the deceased
- CL § 168 – Maintain a Sex Offender Registry

Mandated Funding Level:

N/A

Brief Description/History/Background:

This Program is designed to provide the necessary infrastructure needed to support the IJAB goals. The first IJAB goal is to improve access to criminal justice systems through a new Integrated Justice Portal that will consolidate all functions of NYSPIN and eJusticeNY. Integrating NYSPIN and eJusticeNY is the IJAB's highest priority for 2008. Full integration is expected in 2009.

Recognizing the need to ensure system reliability and uninterrupted service in the face of any disaster, the State Director of Criminal Justice in 2004 formed the Integrated Justice Advisory Board (IJAB). The Board is comprised of the Chief Information Officers (CIO) from DOCS, DSP, DOP, DCJS and OHS. Since DCJS provides technology support services for the Division of Probation and Correctional Alternatives (DPCA), the Office for the Prevention of Domestic Violence (OPDV), the Board of Examiners of Sex Offenders (BOE), the State Commission of Correction and the Crime Victims Board (CVB), these agencies are also represented on IJAB. Since its inception, IJAB has been the State's model for integrating technology within a government sector. Consistent with this model, IJAB has formed a partnership with the State Office for Technology (OFT). Among other things, OFT provides guidance and advice in technology direction and strategies. The objectives of IJAB are to improve criminal justice services, maximize resources and ensure that all criminal justice technology systems remain secure and operable.

This Program includes the following initiatives: define the enterprise technical and application architectures; design and implement, in cooperation with OFT's Identity Management Group, a single authentication and authorization framework; design and implement a robust application environment for production services that ensure high availability; develop a streamlined process for providing customers both physical and logical access to portal services (ensuring that each organization has control over their services and data); and define and document the business process for governing the services and content delivered through the portal.

Issues:

N/A

Population Served:

-Federal, State, and local criminal justice user communities

Performance Measures:

N/A

Attachment B

Agency Programs/Activities: Inventory and Key Data
 Division of Criminal Justice Services
 Office of Public Safety

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)				
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	
H	Police/Peace Officer Administration of Training and Records	SO	11	\$ 405	\$ 437	\$ 438	\$ 452									
H	MPTC/ Law Enforcement Training / LEEI Training	SO	14	\$ 734	\$ 786	\$ 788	\$ 852	\$ 25	\$ 20	\$ 15	\$ -					
	MPTC/ Law Enforcement Training / Law Enforcement Executive Institute Training	ATL	0	\$ 41	\$ 28	\$ 28	\$ 50									
H	Security Guard Program	SO	3	\$ 131	\$ 142	\$ 142	\$ 149									
H	OPS Fiscal/Personnel Administration/Exec Staff	SO	5.5	\$ 389	\$ 419	\$ 420	\$ 437									
H	NYS Law Enforcement Accreditation Program	SO	3	\$ 242	\$ 261	\$ 262	\$ 270									
H	Operation IMPACT/Local Crime Analysis Centers	SO	12	\$ 2,664	\$ 3,134	\$ 2,873	\$ 1,736	\$ 60	\$ 60	\$ 60	\$ 50					
H	Highway Safety Technology Unit	SO	7	\$ 381	\$ 409	\$ 410	\$ 425									
M	Annual Events - Governor's Police Officer of the Year Award and Police Officers Memorial Ceremony	SO	0.5	\$ 40	\$ 43	\$ 43	\$ 45									
L	DARE	ATL	0	\$ 164	\$ 134	\$ 134	\$ -									
L	Asset Forfeiture Program	SO	1	\$ 30	\$ 33	\$ 33	\$ 34									
L	Counter-Terrorism Training	SO	1	\$ 53	\$ 57	\$ 58	\$ 60									
	Total		58	\$ 5,274	\$ 5,883	\$ 5,829	\$ 4,512	\$ 85	\$ 80	\$ 75	\$ 50					
	<u>Federal</u>															
H	MPTC/Law Enforcement Training	SO	1													

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Police/Peace Officer Administration of Training and Records

Mandate:

Executive Law sections 841, 845, 845a, Criminal Procedure Law section 2.30, General Municipal Law section 209-q, and Title 9 of the *Official Compilation of Codes, Rules, and Regulations of the State of New York*, Parts 6020, 6021, 6022, 6023, 6024, 6025, and 6026.

Mandated Funding Level:

None.

Brief Description/History/Background:

DCJS is required to approve police and peace officer training schools administered by municipalities, certify instructors and issue certificates, certify police and peace officers who have met the minimum training requirements for their positions and maintain an official record of mandated and in-service training approved by the Municipal Police Training Council (MPTC), create and maintain the Central State Registry of Police and Peace Officers, cooperate with the Division of State Police by verifying peace officer employment and training for the purchase of firearms, cause studies and surveys to be made related to operation of approved training schools, make recommendations to the Commissioner as to the conduct of DCJS's duties, recommend studies to be made in the conduct of DCJS responsibilities, visit and inspect approved schools, make recommendations to the Governor and legislature regarding the Division's duties, and perform other duties as necessary.

Issues:

This is the only mechanism to ensure compliance with minimum training requirements for police and peace officers. The Central Registry of Police and Peace Officers is the only database in the state that contains the name, date of birth, social security number, date of appointment, rank or title, department, and type of employment (full-time or part-time) on every police/peace officer employed.

Population Served:

Police and peace officer employers, the Division of Criminal Justice Services, Municipal Police Training Council and the general public.

Performance Measures:

In 2007, OPS staff approved 954 police and peace officer training courses for 38,278 students and certified/recertified 2,996 instructors, made 30,000 changes to the Police/Peace officer registry, processed 36,000 police/peace officer training records and completed 1,806 verifications of peace officer training and employment.

Attachment C

Division of Criminal Justice Services PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Municipal Police Training Council

Mandate:

Executive Law sections 837.5, 839, 840 and 841. General Municipal Law Section 209-q Police Training

Mandated Funding Level:

None

Brief Description/History/Background:

A long-standing primary mission of DCJS is to provide training to local law enforcement. The Office of Public Safety (OPS) Program Services Unit provides and/or facilitates training to peace and police officers in areas such as criminal investigation, highway safety, law enforcement skills, youth services, and police management. Additionally, staff develops new in-service training curricula; regularly updates existing curricula; maintains basic training curricula for police and peace officers; facilitates training by consultants with content expertise; and develops training as needs are identified. Staff provides technical assistance to police departments and sheriff's offices on a variety of management and training issues.

The Municipal Police Training Council (MPTC) promulgates rules and regulations governing: the medical and physical fitness standards for police officer candidates; and minimum standards for basic and in-service training of police officers, first line police supervisory personnel and peace officers. The Council consists of eight members, seven of whom are appointed by the Governor, and one member is the Commissioner of Police of the City of New York or his/her designee. OPS provides staff services in support of the Council's duties including research, curriculum development, conducting surveys, and development of rules and regulations for promulgation by the Council.

OPS staff also respond to requests from law enforcement agency heads to conduct police administrative studies. These studies might encompass such areas as staffing and supervision, policies and procedures, training, equipment, work schedules, safeguarding evidence, and establishing patrol sectors. The chief, sheriff, mayor, town supervisor, or county executive who requested the study is provided with a preliminary and final report. The final report is also available to all elected officials of the county, city, town or village in which the law enforcement agency is located. Other interested individuals must submit a FOIL request for the information. This program has been in place since 1967. OPS conducts approximately 12 police administrative studies per year.

The Law Enforcement Executive Institute (LEEI) is a program jointly conducted by DCJS, New York Association of Chiefs of Police, New York State Sheriffs' Association, and the New York State Police. DCJS administers the program, and program oversight is provided by the Municipal Police Training Council. The program consists of training for command level staff of law enforcement agencies in the areas of Legal Issues, Human Resources, Ethics, Communications, Strategic Planning, Budget and Finance, Leadership Theory, Contemporary Public Safety Issues, and Statistics/Research Methods.

Issues:

The LEEI is the only command level training course provided by DCJS and is conducted as a joint project.

Population Served:

All employees in the police and peace officer field within New York State including command level staff and civilian employees; members of the MPTC; and police departments, local governmental entities and citizens in jurisdictions where administrative studies are being conducted. LEEI - Middle managers and executives of police departments, sheriffs' offices, and state police.

Performance Measures:

The number of training courses conducted, the number of law enforcement officers trained, and the course satisfaction rating (in 2007 163 courses were conducted, 8,128 officers were trained and the presentations received an average rating of 4.1 out of 5); the number of studies completed. In the three sessions of the LEEI conducted from 2005 - 2008, 50 law enforcement executives were trained, and the presentations resulted in an average satisfaction rating of 4.0 (Very Good) of 5.0.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Security Guard Program

Mandate:

General Business Law section 89-n, Executive Law sections 841b and c, and Title 9 of the *Official Compilation of Codes, Rules, and Regulations of the State of New York*, Parts 6027, 6028, 6029.

Mandated Funding Level:

None.

Brief Description/History/Background:

Pursuant to Executive Law section 841c, DCJS is required to prescribe minimum training requirements for security guard training, approve and certify security guard training schools, certify instructors as qualified, certify guards who have completed the minimum training requirements for licensure, cause surveys and studies to be made, consult with approved schools to develop in-service training programs, consult with colleges and universities to develop specialized courses, provide technical assistance to the Security Guard Advisory Council (SGAC), consult with other interested agencies, report annually to the Council, waive training requirements for qualified personnel, and adopt and promulgate rules and regulations governing security guard training. Furthermore, General Business Law section 89-n mandates the retention of security guard training records by DCJS. This includes records of each student who successfully completes an 8 hour Pre-assignment, the 16 hour On-the-Job, 8 hour Annual In-service training courses for security guards, 47 hour Firearms Training Course, and 8 hour Annual In-service Training Course for Holders of a Special Armed Guard Registration card.

In addition to providing technical assistance to the SGAC, DCJS also assists the Department of State regarding security guard training matters and reports annually to the Council. As the staff arm of the SGAC, staff conduct inspections of security guard training schools approved by the Commissioner.

Issues:

The Security Guard Program is the only mechanism to ensure compliance with minimum training requirements for security guards.

Population Served:

NYS Department of State, security guard industry, Security Guard Advisory Council, Division of Criminal Justice Services, NYS Office of Homeland Security, security guard training schools, instructors, security guards, general public.

Performance Measures:

In 2007, training for 134,567 persons was recorded by DCJS and 140,082 records were processed.

Division of Criminal Justice Services, Office of Public Safety
PROGRAM INFORMATION SHEET

Program: OPS Executive/Fiscal/Personnel Administration

Mandate:

None.

Mandated Funding Level:

None.

Brief Description/History/Background:

Includes costs for the Deputy Commissioner and executive secretary, liaison to the Office of Financial Administration for the disbursement of OPS funds, and maintenance of vouchered expenses and liaison to Human Resources Management for personnel matters.

Issues:

None.

Population Served:

Division of Criminal Justice Services.

Performance Measures:

None.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - NYS Law Enforcement Accreditation Program

Mandate:

Executive Law Section 846-h prescribes the duties, membership, and meeting requirements of the Accreditation Council within DCJS. 9NYCRR 6035 outlines the rules and regulations of the program.

Mandated Funding Level:

None.

Brief Description/History/Background:

The program was created in 1988, at the urging of the NYS Sheriffs Association and the NYS Association of Chiefs of Police. Accreditation is a process in which police executives evaluate and update their agency policies and procedures according to standards and goals established by the NYS Law Enforcement Accreditation Council. To become an accredited law enforcement agency, police agencies must meet 132 standards, undergo a three-day independent assessment and be approved by the Council. Accreditation provides formal recognition that a law enforcement agency meets expectations of quality, and has implemented sound and effective policies. There are currently 123 accredited agencies and 109 additional agencies that are working towards accreditation. Annually, approximately five new agencies are assessed and accredited. With a five year reaccreditation cycle, about 20% of agencies must be reassessed each year. In FY2007-08, program spending was approximately \$107,000 and as the number of accredited agencies increase the cost will increase proportionally.

Issues:

Section 6035.3(b) of Title 9 of the Official Compilation of Codes, Rules, and Regulations of the State of New York, requires that there be no fee or other charges imposed on law enforcement agencies desiring to participate in the program. Costs include written program material, technical assistance, assessor training, and other resource materials. The program requires that each participating agency be reaccredited every five years. The program is currently a component of the Program Services Unit. As the accreditation program grows it consumes a greater percentage of the PSU budget, reducing the funding available for police training activities.

Population Served:

As of December, 2007, nearly 50% of police officers working outside New York City work for accredited agencies.

Performance Measures:

The total number of accredited/reaccredited agencies.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Operation IMPACT and Local Crime Analysis Centers

Mandate:

Executive Law section 837-a(6) requires DCJS to report annually on the function and effectiveness of Operation IMPACT.

Mandated Funding Level:

None.

Brief Description/History/Background:

Operation IMPACT, a crime reduction program initiated in 2004, is implemented in the seventeen counties outside of New York City that account for 80% of the non-NYC Part 1 crime in the State and the jurisdictions within those counties with the highest volume of crime. Each county is eligible for State funding to implement intelligence-led crime reduction strategies that are based on the analysis of up-to-date, accurate crime data and use the resources of local, state and federal law enforcement agencies. DCJS plays a role in the administration of this program by attending all meetings, monitoring the crime trends in the sites and the operations being employed to address the trends, and providing almost daily outreach to the jurisdictions. DCJS "Ambassadors" provide the jurisdictions with a single point of contact to the agency and our resources

In 2007, Commissioner O'Donnell increased the level of technical assistance provided to the IMPACT jurisdictions through the establishment of a three member Technical Assistance Team. The team members, who possess law enforcement expertise in the areas of crime analysis, intelligence development, and criminal investigation, provide direct assistance for as long as necessary to personnel within IMPACT jurisdictions. Examples of the technical assistance provided by this team include: investigative case support; Field Intelligence Program implementation; crime analysis capability building; training in the areas of Tactical Debriefing for Field Intelligence Officers, Investigative Techniques and Crime Analysis and Mapping; and any other request for assistance in guiding law enforcement agencies toward intelligence-led policing. In the fall of 2008, a fourth team member will be added and will work directly with all of the IMPACT jurisdictions to implement Drug Market Interdiction and youth violence reduction programs.

To further enhance the use of crime analysis within the IMPACT jurisdictions that have the highest volume of Part 1 Crime, DCJS developed Local Crime Analysis Centers (LCACs) in Erie, Monroe and Onondaga Counties. (An LCAC will be established in Albany County in November 2008.) The mission of the LCAC Program is to establish centrally located units (Centers) that are responsible for conducting in depth analysis of all county crime incident data and produce strategic, tactical and administrative analysis in the areas that are served by the Centers. To insure local participation and information sharing, DCJS has signed MOUs with the local District Attorney, Police Commissioner or Chief, the local sheriff and other officials establishing a three year commitment for all participants. Crime analysts deployed at the Centers are employed by multiple agencies including NYSP and DJCS, and by local university-related partners, creating a truly multi-jurisdictional effort. DCJS' continued participation in this program is crucial to the existence of the Centers.

Finally, an annual Conference for Operation IMPACT has been held since the program began in 2004. The conference is important for two reasons: first, it provides DCJS with the opportunity to provide valuable information and training on the IMPACT program; second, the conference also provides the IMPACT partners with an opportunity to become familiar with the effective strategies being implemented in other jurisdictions. The conferences are very well attended.

Issues:

None.

Population Served:

Operation IMPACT and the Technical Assistance Team serve all of the residents of the participating IMPACT counties and primary jurisdictions. The LCAC program covers more than 2.4 million people in Albany, Erie, Monroe and Onondaga counties, 22% of the population outside NYC. The Operation IMPACT Conference directly serves the law enforcement partners from the seventeen Operation IMPACT counties

Performance Measures:

-Reduction in Part I Crimes.

-The number of trainings provided and the number of days of technical assistance provided by the Technical Assistance Team members.

-Crime Analysis Center performance is measured by the quality and quantity of analysis products and specific law enforcement results derived from Center activity.

-Number of attendees at the IMPACT Conference.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Highway Safety Technology Unit (HSTU)

Mandate:

Title 10 of the *Official Compilation of Codes, Rules and Regulations of the State of New York*, Part 6031.

Mandated Funding Level:

None.

Brief Description/History/Background:

Since 1976, the Highway Safety Technology Unit (formerly the Equipment Repair Center) has provided repair and certification services to over 450 police agencies across New York State. These services are critical to the safety of the motoring public because they provide the appropriate support and certification of all evidential speed detection and alcohol measuring instruments. The courts rely on these documents to properly adjudicate cases involving Vehicle and Traffic Law violations. More than 5,500 speed and alcohol instruments are serviced each year. The HSTU also administers a 4-year, \$4 million federal grant awarded by the Governor's Traffic Safety Committee to replace all 480 DataMaster breath test instruments used by police departments throughout the State.

Issues:

None.

Population Served:

Police employers, general public.

Performance Measures:

- The HSTU utilizes a Service Evaluation Form, which is presented to agencies upon completion of their service at DCJS to assess Overall Satisfaction Ratings. Currently, the rating for overall satisfaction stands at 4.97 out of a possible perfect score of 5.0.
- Number of instruments serviced each year.
- Number of appointments for service made each year.
- Turn-around time for each instrument.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Annual Events - The Governor's Police Officer of the Year Award and the Police Officers Memorial

Mandate:
Police Officers Memorial - Chapter 347 Laws of New York 1989.

Mandated Funding Level:
None.

Brief Description/History/Background:

The Governor's Police Officer of the Year Award was initiated by the Cuomo Administration to recognize officers who have demonstrated exceptional valor in the performance of their duties. The award is presented by the Governor. DCJS is responsible for the administration of the program including the solicitation of nominations, hosting the selection committee, and providing logistical support for the ceremony.

Chapter 347 of the Laws of 1989 authorized the construction of the Police Officers Memorial to honor the duty, dignity and devotion of police officers of New York State who were slain in the line of duty. Chapter 526 of the Laws of 2007 authorized, under the discretion of the Police Officers Memorial Advisory Committee, the addition of federal law enforcement officers slain in the line of duty in New York State. The Division maintains all records relative to the Memorial including the names of those to be added to the memorial. The Division, in consultation with the Police Officers Memorial Advisory Committee, annually conducts a formal public ceremony before an assemblage of police officers from throughout the state, surviving family members and elected officials. There are 1,247 names engraved on the Memorial representing 133 police agencies and 4 federal organizations.

Issues:
None.

Population Served:

Police Officer of the Year Award - Police Officers as defined in CPL 1.20(34).
Police Officers Memorial Ceremony - Police officers (state and federal) killed in the line of duty in NYS, as well as surviving officers, family, friends and the general public.

Performance Measures:
None.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Drug Abuse Resistance Education (D.A.R.E.)

Mandate:

None

Mandated Funding Level:

None.

Brief Description/History/Background:

The D.A.R.E. program has been conducted in New York by DCJS since the 1980s. DCJS is designated by D.A.R.E. America as the state training center for the program. DCJS conducts D.A.R.E. Officer Training programs, maintains training records, sets state program policy, and provides student workbooks for each student in the program.

Issues:

Funding for D.A.R.E. was eliminated in FY2008-09, and the program will spend out remaining funds this year.

Population Served:

D.A.R.E. - Police agencies with D.A.R.E. programs and the school districts they serve.

Performance Measures:

D.A.R.E. performance is measured in training courses conducted, law enforcement officers trained, and course satisfaction rating.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Assets Forfeiture Reporting Program

Mandate:

Executive Law section 837-a(6) requires DCJS to prepare an annual report based on information submitted to DCJS by claiming agents and authorities. This report includes information on federal forfeiture data, summons and verified complaints, forfeitures pursuant to stipulations and settlement agreements, forfeitures pursuant to judgments or orders of forfeiture, forfeitures as a condition of criminal pleas, disposal of property and collection of assets.

Mandated Funding Level:

None.

Brief Description/History/Background:

Chapter 655 of the Laws of 1990 significantly amended the existing forfeiture provisions of article 13-A of the Civil Practice Laws (CPLR) and enacted new criminal forfeiture provisions for felony controlled substances offenses in article 480 of the Penal Law. Further, section 837-a (6) was added to the Executive Law requiring DCJS to report annually to the Governor and the Legislature on the disposal of property forfeited pursuant to the provisions of CPLR article 13-A, Penal Law article 480 and Criminal Procedure Law 220.50(6). In accordance with the statute, the annual report is to be presented no later than February 1. In 2007 a total of 9,490 detail records were entered in the database by the assigned staff person, an average of 790 records per month.

Issues:

None.

Population Served:

Participating police employers and District Attorney's offices, the Governor and the legislature.

Performance Measures:

None.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Public Safety - Counter Terrorism Training for Law Enforcement

Mandate:

Section 209-q of the General Municipal Law and 9NYCRR 6020 requires municipal police officers to successfully complete a Basic Course for Police Officers. A component of this mandated training is related to counter terrorism and the response to incidents caused by terrorists.

Mandated Funding Level:

None.

Brief Description/History/Background:

Prior to the 9/11 attacks on the United States, the Municipal Police Training Council required training on how to implement the Incident Command System to be included as a component of the Basic Course for Police Officers and the Course in Police Supervision. Since 9/11, OPS has conducted in-service training to police officers in terrorism related topics such as fraudulent documents and marine security. OPS has actively participated in assisting the State Emergency Management Office (SEMO) and the Office of Homeland Security (OHS) in advising police agencies on training compliance issues which follow the National Incident Management System (NIMS) protocols and emphasize the need to participate in interagency training exercises. OPS staff represent the Commissioner as members of several focus groups as well as the State Preparedness Training Center steering committee and the Disaster Preparedness Committee. Staff is facilitating the development of training curricula which meet the resource typing standards established by the Federal Emergency Management Agency (FEMA) for various public safety disciplines.

Issues:

None.

Population Served:

Police officers, peace officers, investigators, supervisors, executives, and civilian employees of police departments and sheriffs' offices.

Performance Measures:

- Training courses conducted.
- Law enforcement officers trained.
- Course satisfaction rating.

**Agency Programs/Activities: Inventory and Key Data
Division of Criminal Justice Services
Office of Sex Offender Management**

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)			
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected
H	Legal / Admin	SO	6	\$ 191	\$ 413	\$ 415									
M	Research and Policy	SO	3	\$ 115	\$ 250	\$ 251									
H	Training and Outreach	SO	3	\$ 143	\$ 310	\$ 311									
H	Sex Offender Registry	SO	16	\$ 319	\$ 692	\$ 695									
			28	\$ -	\$ 768	\$ 1,665	\$ 1,672								

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Sex Offender Management (OSOM) - Legal/Admin.

Mandate:

Under Executive Law §837-r the Office of Sex Offender Management is required to:

- Advise the Governor and legislature on sex offender issues;
- Coordinate interagency initiatives such as the implementation of the 2007 civil confinement law;
- Research and study matters relating to sex offender management, consult with experts and serve as a clearinghouse for information;
- Recommend standards and best practices as to assessment, treatment and supervision;
- Act as advocate for victims and programs;
- Implement campaigns of public awareness, community outreach and sex offense prevention;
- Conduct training for law enforcement, treatment providers, judges and attorneys; and
- Develop case management systems and information technologies to support state activities in the management of sex offense

Mandated Funding Level:

None

Brief Description/History/Background:

OSOM was established in March 2007. OSOM's Legal Unit:

- Handles legal matters pertaining to the Sex Offender Registry and Board of Examiners
- Assists with reviewing and drafting legislation, regulations and policies
- Provides assistance to law enforcement, the courts and attorneys
- Helps conduct training for law enforcement, judges and attorneys
- Answers questions from the public and offenders

Issues:

The Legal Unit's budget is approximately \$360,000 in personal services (there are no significant non-personal services expenses). If fully staffed, the Legal Unit would have one Supervising Attorney, three Senior Attorneys, with support from an Agency Program Aide.

Population Served:

The Sex Offender Registry and Board of Examiners (legal support), law enforcement and the court system (legal advice and training), offenders and the general public (answering questions), and DCJS (legislation and policy).

Performance Measures:

The attorney's in the Legal Unit respond to thousands of questions, requests for information, and correspondence each year and assist in dozens of trainings.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Sex Offender Management (OSOM) - Research and Policy

Mandate:

Under Executive Law §837-r the Office of Sex Offender Management is required to:

- Advise the Governor and legislature on sex offender issues;
- Coordinate interagency initiatives such as the implementation of the 2007 civil confinement law;
- Research and study matters relating to sex offender management, consult with experts and serve as a clearinghouse for information;
- Recommend standards and best practices as to assessment, treatment and supervision;
- Act as advocate for victims and programs;
- Implement campaigns of public awareness, community outreach and sex offense prevention;
- Conduct training for law enforcement, treatment providers, judges and attorneys; and
- Develop case management systems and information technologies to support state activities in the management of sex offense

Mandated Funding Level:

None

Brief Description/History/Background:

OSOM was established in March 2007. OSOM's Research and Policy Unit is responsible for:

- Developing and maintaining data management systems such as the civil management inter-agency database
- Conducting research and studying matters relating to sex offender management
- Establishing evidence-based standards, best practices, and policies
- Serving as a clearinghouse for information

Issues:

The Unit is headed by a Project Director (vacant) and is staffed with two Program Research Specialists. The only significant non-personal services costs are for consultants and funds set aside to attend conferences (approximately \$30,000). Although the Research and Policy unit should not (and cannot under statute) be eliminated, this unit is not as high priority as the other three units that make up OSOM.

Population Served:

Mental health professionals who treat sex offenders (research and standards), other agencies and entities (research and standards), and the general public (clearinghouse for information).

Performance Measures:

The civil management database has been built by DCJS/OSOM and is operational. The unit has begun work on a number of research projects. The clearing house function has been established.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Sex Offender Management (OSOM) - Training and Outreach

Mandate:

Under Executive Law §837-r the Office of Sex Offender Management is required to:

- Advise the Governor and legislature on sex offender issues;
- Coordinate interagency initiatives such as the implementation of the 2007 civil confinement law;
- Research and study matters relating to sex offender management, consult with experts and serve as a clearinghouse for information;
- Recommend standards and best practices as to assessment, treatment and supervision;
- Act as advocate for victims and programs;
- Implement campaigns of public awareness, community outreach and sex offense prevention;
- Conduct training for law enforcement, treatment providers, judges and attorneys; and
- Develop case management systems and information technologies to support state activities in the management of sex offense

Mandated Funding Level:

None

Brief Description/History/Background:

OSOM was established in March 2007, and is the one state-wide office with broad responsibility for sex offender related issues including training and research. OSOM's Training and Outreach Unit is responsible for:

- Training law enforcement, treatment providers, judges and attorneys
- Mounting sex offense prevention campaigns
- Implementing campaigns of public awareness and community outreach
- Acting as an advocate for victims and programs

Issues:

OSOM is a new office and has never been fully staffed. Therefore, the main challenge facing OSOM, and particularly its training unit, is how to fulfill its broad mandate while cutting its budget and staff.

Population Served:

Law enforcement and the court system (training), the general public (prevention and outreach), victims' (prevention and outreach).

Performance Measures:

OSOM has conducted a wide range of trainings over the last 14 months including: 16 trainings across the state for judges and court personnel, trainings on best supervision practices for hundreds of probation and parole offices, trainings conducted by internationally recognized experts for treatment providers and mental health professionals, and a state-wide program on how to best manage sex offenders in June of 2008.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Sex Offender Management (OSOM) - Sex Offender Registry

Mandate: Correction Law § 168

Maintain the Sex Offender Registry, including a public website, a secure website for law enforcement, and a 800 information line. In addition, the Registry carries out a number of functions that are not specifically mandated in the Correction Law, but are necessary to ensure the accuracy of the Registry and to support law enforcement.

Mandated Funding Level:

None

Brief Description/History/Background:

DCJS has run the Sex Offender Registry for 12 years. The Office of Sex Offender Management, which was established in April 2007, assumed responsibility for the Registry in January 2008. Responsibilities include:

- Maintain a website for law enforcement with information on all 27,000 sex offenders
- Maintain a public website with information on Level 2 and 3 offenders
- Staff a toll-free 800 information line
- Although not specifically mandated by statute, OSOM leads a number of initiatives aimed at improving the accuracy of the data on the Registry and assisting law enforcement. If staff is cut some of these will have to be scaled back.

Issues:

New legislation, such as e-STOP, placed additional burdens on Registry resources. In addition, DCJS is attempting to bring on-line a new Sex Offender Management System in early 2009.

Population Served:

Law enforcement, the courts, general public.

Performance Measures:

Entering new registrations, and updating information within specified time periods, visits to public website and calls to 800 line, measures of non-mandated but important initiatives concerning verifying offenders' addresses, etc.

**Agency Programs/Activities: Inventory and Key Data
Division of Criminal Justice Services
Office of Forensic Services**

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)*	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)			
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected
H	Forensic Laboratory Accreditation	SO	2.5	\$ 231	\$ 259	\$ 260	\$ 280								
H	DNA Databank Oversight	SO	4	\$ 620	\$ 696	\$ 697	\$ 693								
H	DNA Expungement/Record Request	SO	0.5	\$ 15	\$ 17	\$ 17	\$ 17								
	Total		7	\$ 867	\$ 972	\$ 974	\$ 989								
	<u>Federal</u>														
	Forensic Laboratory Accreditation-Federal		3												
	DNA Databank Oversight-Federal		3												

New York State Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Forensic Services - Laboratory Accreditation

Mandate:

The Office of Forensic Services (OFS) was created to carry out the provisions of Executive Law Article 49-B (see, Laws of 1994, ch. 737). Executive Law §995-b(1) requires the Commission to develop minimum standards and a program of accreditation for all forensic laboratories in New York State. Executive Law §995-b(13)(c) requires the DNA Subcommittee to make binding recommendations for adoption by the Commission on Forensic Science with regard to a NYS accreditation program for a laboratory performing forensic DNA testing. It is the policy of the Commission and DNA Subcommittee that a forensic laboratory should adhere to high standards in all aspects of its operation in order to ensure reliable forensic testing and analysis (see generally, 9 NYCRR Part 6190).

Mandated Funding Level:

None.

Brief Description/History/Background:

OFS maintains an accreditation notification system in each discipline for all 22 public forensic laboratories to ensure that steps are taken to avoid lapses, and reviews all forensic laboratory applications seeking accreditation or re-accreditation to ensure that the laboratory has obtained/maintained accreditation by ASCLD/LAB and/or ABFT. OFS submits applications to the DNA Subcommittee (application regarding forensic DNA testing) or to the Commission on Forensic Science (CFS) (applications other than for forensic DNA testing). As part of the review process to determine if a forensic laboratory meets the minimum standards, OFS reviews all proficiency tests (PT) taken by each forensic scientist in all disciplines; the volume of PTs reviewed annually is in the hundreds. OFS tracks any remediation required by either an inspection, or as a result of a PT, determines outcome and reports such information to the CFS and DNA Subcommittee as required. OFS provides a summary of all documentation to the CFS and DNA Subcommittee regarding laboratory inspections, proficiency tests and requests to utilize new methodologies and/or equipment.

Upon a determination to grant accreditation, OFS forwards a certificate attesting to such to the applicant laboratory. OFS conducts its activities in coordination with the New York Crime Laboratory Advisory Committee and various (14) technical working groups of forensic experts from State and local crime labs. These working groups are paramount in promoting uniformity in testing methods and standardizing reporting procedures among all New York laboratories, as well as providing a forum to identify technical and policy issues and training needs for forensic scientists. In SFY 2007-08, OFS sponsored 15 technical working group meetings that were attended by 204 analysts from NYS public crime laboratories, and 10 meetings thus far in SFY 2008-09 attended by 185 analysts. The technical working group meetings and training activities play a significant role in promoting and maintaining high standards for laboratory practices. OFS sponsors technical training for forensic laboratory personnel in all forensic disciplines. In SFY 2007-08, OFS held 12 such training courses attended by 321 laboratory personnel, and 4 thus far in SFY 2008-09 attended by 443 individuals.

Issues:

None.

Population Served:

Commission on Forensic Science, DNA Subcommittee, DCJS Executive staff, twenty-two public forensic laboratories, New York Crime Laboratory Advisory Committee and various (14) technical working groups of forensic experts from State and local crime labs.

Performance Measures:

Staff maintains a log of all laboratory accreditation for all 22 public forensic laboratories in New York, including the disciplines for which the laboratory is accredited and the date the accreditation expires. Staff manually reviews the log to ensure that we notify laboratories if we have not received applications for re-accreditation. A computerized "tickler" system assists staff in this task. During 2007-08, no forensic laboratory accreditation lapsed. Staff facilitates all DNA Subcommittee and CFS meetings to the satisfaction of its members.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Forensic Services - Databank Oversight/Hit Tracking

Mandate:

The Office of Forensic Services (OFS) was created to carry out the provisions of Executive Law Article 49-B (see, Laws of 1994, ch. 737). 9 NYCRR §6192 specifies the procedures related to all legal and programmatic obligations of Executive Law §995-b in order to properly govern the establishment and operation of the DNA Databank. Executive Law §995(7) and 9 NYCRR Parts 6191 and 6192 designate who is required to provide a DNA sample for inclusion in the DNA Databank.

Mandated Funding Level:

None.

Brief Description/History/Background:

OFS coordinates the State's DNA Databank program, including the collection of DNA samples from DNA designated offenders; the first DNA sample was collected from a designated offender in 1996. OFS maintains security safeguards for the operation of the Databank, including verification that an offender has a conviction for a designated offense pursuant to Executive Law §995(7) to ensure all samples are authorized by law for inclusion in the Databank. During the past 12 months, OFS staff has manually verified 51,982 DNA submissions. Through June 2008, the DNA Databank contains the DNA identification profiles of more than 282,986 convicted offenders. OFS staff regularly provides training on proper DNA collection techniques, assistance to law enforcement in collection of DNA samples from designated offenders, and technical assistance to the courts and District Attorneys and other law enforcement agencies on DNA collection plans and procedures.

The first DNA match between a convicted offender profile and a forensic crime scene sample occurred in 2000. At that time, OFS began tracking all DNA hits. As of August 2008, there have been over 5,100 hits to the Databank which are being tracked by OFS and utilized in various reports.

Issues:

Passage of an "All Crimes DNA" bill would dramatically increase the volume of work for OFS, and would result in increased costs associated with DNA kits and postage; it could also require additional staff.

As the volume of DNA hits increases, it will become necessary to completely automate this process.

Population Served:

Eight New York State public forensic DNA laboratories, District Attorneys, probation departments, jails, Parole, DOCS, law enforcement agencies and DCJS Executive staff.

Performance Measures:

Submissions are verified for accuracy by members of OFS staff, including supervisory level staff. The verification involves review of rapsheets; the DOCS program; Office of Court Administration program; and/or Probation's Client Database System. The last random audit was completed in November 2007. The audit results showed, with 97.5% confidence, that the error rate for erroneous submissions is no greater than 0.73%. OFS also conducts routine weekly audits using the computerized program that "flags" all DNA submissions.

The DNA hit tracking system is an extremely valuable investigative tool for use in solving crimes.

New York State Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Forensic Services - DNA Expungement/Record Request

Mandate:

• 9 NYCRR §6193.3 - Record Request; • 9 NYCRR §6193.4 - Record Expungement Request

Mandated Funding Level:

None.

Brief Description/History/Background:

9 NYCRR §6193.3 provides an individual with the right to access and review his/her DNA profile record. 9 NYCRR §6193.4 permits an individual whose DNA record has been included in the Convicted Offender Index of the DNA Databank, or an individual whose DNA record has been included in the Subject Index of the DNA Databank pursuant to a plea agreement, to request expungement on the grounds that the conviction which formed the basis for such inclusion in the DNA Databank was reversed or vacated or a pardon was granted.

Issues:

None.

Population Served:

Individuals who have been convicted of a DNA eligible offense or who are in the Databank pursuant to the authority under the Subject Index.

Performance Measures:

While there are no designated performance measures, all requests for DNA record expungement and DNA record review were handled in a timely manner. A random check of the files in March 2008 indicated no errors were made in sending out an incorrect record. No record requestor complained of not receiving a record or not having a record expunged as appropriate.

Attachment B

Agency Programs/Activities: Inventory and Key Data
 Division of Criminal Justice Services
 Office of Program Development and Funding

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)				
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	
H	Local Assistance Grant Management	SO	22.5	1,130	1,268	1,540	1,728									
H	Local Assistance Grant Management	ATL	0	65,845	67,221	92,535	85,622									
H	Witness Protection Program	ATL			250	390	390									
H	Operation Impact and Impact Tools	ATL		10,300	18,900	18,100	17,448									
H	Aid to Crime Laboratories Program	ATL		5,600	11,000	8,520	8,520									
H	Reentry Task Forces	ATL		400	1,300	3,698	3,698									
M	Innovative Neighborhood-Based Strategies to Promote Youth Redirection and Employment (INSPYRE)	ATL			1,500	1,843	1,843									
H	Soft Body Armor Program	ATL		650	700	659	659									
L	Westchester County Policing	ATL		1,900	2,500	2,396	2,395									
H	Prosecution Programs	ATL		15,300	17,081	21,175	18,000	1,241	1,837	6,370	6,370					
H	Defense Programs	ATL		8,400	9,400	8,597	8,597	0	2,500	3,430	3,430					
H	NYC Special Narcotics Prosecutor	ATL		950	1,100	1,080	1,060									
H	Drug Diversion and Road to Recovery	ATL		3,800	5,250	4,953	4,953									
L	Miscellaneous Legislative Adds	ATL		6,800	5,490	8,187	5,100	1,241	4,337	2,360	2,360					
L	Miscellaneous Member Items	ATL		10,000	10,000	10,000	10,000									
H	New York Prosecutor Training Institute	ATL		1,845	3,150	3,057	2,957									
M	Motor Vehicle/Insurance Fraud	SO	4					371	461	365	268					
M	Motor Vehicle/Insurance Fraud	ATL						5,363	5,842	5,542	5,542					
L	Regional Drug Enforcement Task Forces	ATL						126	90	0	0					
M	Crimes Against Revenue Program	ATL						2,053	4,481	4,900	4,900					
L	Community Service Account	ATL						80	27	0	0					
L	Criminal Justice Improvement Account	ATL						0	780	1,389	23					
	Total		26.5	66,975	88,487	94,175	87,350	10,474	20,155	24,356	22,893					
H	<u>Federal</u> Local Assistance Grant Management	SO	32													
	Disproportionate Minority Contact		1													
			59.5													

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Local Assistance (General Fund) Grant Management

Mandate:

Executive Law 837-3 - Act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disperse funds.

Mandated Funding Level:

Varies annually based on appropriations to "Aid to Localities", CARP, Domestic Violence legal services, the Legal Services account and Community Projects 007.

Brief Description/History/Background:

Allocate State (and Federal) funding to meet criminal justice needs; monitor local assistance contracts; develop new programs and initiatives; ensure compliance for over 2,000 local assistance (state and federal) grant contracts annually.

Issues:

Workload on GF LA contracts has increased from 201 contracts worth \$72 million in 2001 to 1,295 contracts valued at \$116 million in 2007.

Population Served:

District attorneys' offices, local law enforcement agencies, not-for-profit community based organization, and state agencies.

Performance Measures:

- Contract processing
- Site visits
- Grant management system enrollment

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Witness Protection Program

Mandate:

Executive Law 837-17 - subdivision added in 2008 directs DCJS to develop and operate a witness protection program in consultation with the district attorneys.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

DCJS has provided funding to the New York Prosecutors Training Institute (NYPTI) to administer a witness protection program since 2005. Counties have been able to request instantaneous funds from NYPTI to cover extraordinary needs that cannot be satisfied through other sources. In a 19-month period beginning in April 2006, some \$110,000 was distributed to upstate prosecutors pertaining to 40 cases. In past years, \$200,000 was allocated for reimbursement; the 2008 appropriation was initially \$490,000, but was reduced to \$390,000.

Issues:

None.

Population Served:

District Attorneys in every county.

Performance Measures:

- Amount of funds distributed for witness protection
- Number of cases for which assistance is requested

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Operation IMPACT and IMPACT Tools

Mandate:

Executive Law 837-3 - Act as official state planning agency pursuant to Federal acts; prepare, evaluate and revise statewide crim control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

The goal of Operation IMPACT is the reduction of crime, particularly violent and firearm-related crime, in the 17 counties in New York State that account for 80 percent of total crime outside of New York City. IMPACT was implemented in 2004 and provides funding, resources and technical assistance. Operation IMPACT fosters enhanced partnerships among participating law enforcement agencies, many of which were not in place prior to its inception. Operation IMPACT combines information sharing and partnerships among law enforcement agencies, intelligence-based policing, timely use of accurate crime data and the involvement of community organizations to reduce violent crime throughout the IMPACT counties. All partner agencies within each county are required to attend monthly meetings, in addition to providing each other with crime analysis, submitting crime data reports and staying in regular contact regarding the presence of crime in their community, with their ambassadors. In 2004, Operation IMPACT began with approximately \$4.3 million and has grown to almost \$17 million to date. Violent crime involving a firearm has decreased by 17.3 percent and overall Violent Crime has decreased by approximately 10 percent as of 2007 and both continue to decline.

Operation IMPACT Tools was developed to extend the Operation IMPACT strategy to the 40 rural and upstate counties (outside New York City) previously not eligible to participate in or receive funding under the umbrella of Operation IMPACT. A total of \$880,000 out of the total IMPACT appropriation has been allocated for these counties. These awards will be directed towards one or more of the four components of Operation IMPACT and in response to a documented local crime problem. The following "tools" will be considered for funding and are not in priority order:

- Enforcement Operations
- Training
- Technology
- Equipment
- Prisoner Reentry
- Victim/Witness Assistance
- Crime Prevention
- Crime Analysis - Full or part time personnel with fringe benefit expenses, or consultant, for the position of Crime/Intelligence Analyst(s) and/or Research Partner.
- Violent Crime/Drug Corridor Initiative - Aimed to prevent crime and improve enforcement operations along New York state Interstate 90, Interstate 87, Interstate 86, Interstate 84, and/or Interstate 81.

Issues:

In order to continue to drive down violent crime and firearm-related crime, law enforcement agencies need to see continued funding for Crime Analysis, Special Details and Operations and Overtime for police and other programs.

Population Served:

Law enforcement agencies such as police departments, District Attorney's offices, sheriff's departments and probation offices are funded. In addition, partnerships are formed among DCJS, NYSP, Parole, DPCA, SLA, Federal law enforcement agencies and some community organizations.

Performance Measures:

- Crime gun transactions via NYSPIN (NYS Police Information System)
- Track guns submitted to lab for testing

- Participate in SAFETNet (Safe Automated Fast Event Tracking Network). Police register target individuals and locations of investigations, which allow them to see if another agency is also investigating. This provides safety to officers who may be executing search warrants at a specified locations.
- Monthly crimestat report to DCJS

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Aid to Crime Laboratories Program

Mandate:

Executive Law 837-3 - Act as official state planning agency pursuant to federal acts; prepare and evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

The Aid to Crime Laboratories Program provides support for the salaries, training, equipment and accreditation requirements for nineteen statewide forensic crime and toxicology laboratories (including the NYS Police Lab). Funds are used to enhance the effectiveness efficiency, reliability and accuracy of services within the laboratories. Reducing turnaround times and case backlogs is becoming an increasingly important funding priority.

Issues:

As labs continue to improve operations, criminal justice agency submissions and requests have also increased dramatically.

Population Served:

In addition to the nineteen labs statewide, criminal justice agencies are served by the Aid to Crime Labs Program.

Performance Measures:

- To continue reductions in case backlogs, turnaround times and improved laboratory responses to submitting criminal justice
- To continue to maintain laboratory accreditation

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Re-entry Task Forces

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare and evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

To reduce crime, DCJS developed a strategic plan to reduce recidivism of formerly incarcerated offenders. To meet this goal, the Division has created a Statewide Re-entry Steering Committee, comprised of representatives of many State and local agencies, that seeks to develop policies and procedures that address the criminogenic needs of this population. In addition, DCJS currently funds 13 County Re-entry Task Forces that address the needs of those formerly incarcerated offenders deemed most likely to commit another crime once they are released from DOCS. The participating counties were selected based on the number of parolees returning to their county.

Issues:

None.

Population Served:

Formerly incarcerated offenders.

Performance Measures:

Monthly tracking of prison and parole populations, service data, task force activity and offender re-arrest.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Innovative Neighborhood-Based Strategies to Promote Youth Redirection and Empowerment (INSPYRE)

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Project INSPYRE's goal is to reduce youth crime, delinquency and truancy across New York State by empowering community-based non-profit organizations to develop innovative, replicable strategies to support at-risk youth. The objectives of Project INSPYRE are:

- to identify, in each target community, the most significant risk factors leading youth to crime, delinquency and/or truancy, as well as the protective factors enabling at-risk youth to resist such behavior
- to develop and implement comprehensive strategies to support at-risk youth by attacking risk-factors and bolstering protective
- to establish sustainable collaborative partnerships among key governmental and private agencies within communities
- to focus on the prevention of youth crime, delinquency and/or truancy
- to measure the effectiveness of strategies, and modify them as necessary

Issues:

None.

Population Served:

At-risk youth in New York State

Performance Measures:

The specific data to be collected, the frequency of data collection, the method of data analysis, the means by which the strategy will be modified in response to any findings. Also, an assessment of each funded program will be required at the end of the funding term.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Soft Body Armor Program

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Provide reimbursement to police agencies throughout New York State for the purchase of bulletproof vests.

Issues:

None.

Population Served:

Criminal justice community

Performance Measures:

Number of police officers and communities served.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Westchester County Policing

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Funds provide patrol services on three New York State parkways that pass through Westchester County: the Cross County, the Sawmill river and the Hutchinson River parkways.

Issues:

None.

Population Served:

General population.

Performance Measures:

Number of arrests and summonses issued.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Prosecution Programs

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

The **Aid to Prosecution** program provides vital resources to District Attorneys to support the enhanced prosecution of repeat violent and serious felony offenders. This provides funding to all 62 counties. Originally the program provided funds for 30 counties and in SFY 2000 32 additional counties were added.

Recruitment and Retention funds are used to improve the recruitment and retention of assistant district attorneys in counties located outside of New York City.

The **Tuition & Loan Reimbursement** forgiveness program was established pursuant to Section 679-e of the Education Law. Funds are sub-allocated and distributed by the Higher Education Services Corporation.

District Attorney Salary funds provide reimbursement to counties for district attorneys' salaries.

Issues:

None.

Population Served:

District attorney offices.

Performance Measures:

Number of cases processed to disposition with submission of DCJS 1220 Aid to Prosecution data and UCR information.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Defense Programs

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

The **Aid to Defense** funds are provided to 27 defense agencies in 25 counties and the City of New York. The program supports enhanced defense services designed to expedite the processing of serious and violent felony cases through the courts.

NYS Defenders Association funds are used for support and training to public defenders' offices and legal aid societies across the state. Services include training, technical assistance, a case digest system, and Public Defense Backup Center Reports.

Indigent Parolee program funds provide reimbursement to counties excluding New York City, Nassau and Monroe for costs associated with the legal assistance and representation of indigent parolees (Wyoming Co. is specifically enumerated as a recipient of a percentage of these funds). A separate budget line supports similar services in New York City, and Nassau and Monroe counties.

Issues:

None.

Population Served:

Public defense organizations for services to low-income populations.

Performance Measures:

-Number of cases processed to disposition

-Number and sources of direct defender services requests; description and type of technical assistance provided; number of defender offices receiving ongoing support services & training; number of updates to case digest system; and number of and types of training programs provided.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - New York City Special Narcotics Prosecutor (SNP)

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Provides funds to support expanded drug prosecution initiatives within New York City.

Issues:

None.

Population Served:

Criminal justice community

Performance Measures:

Narcotics case processing from arrest to disposition through submission of 1020 forms; number of narcotics prosecutions involving other prosecution agencies and/or law enforcement agencies; and number of cases that SNP supported through technical assistance or other resources including electronic surveillance, search warrants or buy money.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Drug Diversion and Road to Recovery

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

The drug diversion program, more commonly known as the Drug Treatment Alternative to Prison (DTAP), and the Road to Recovery (RTR) program, also known as STEPS (Structured Treatment to Enhance Public Safety), both provide funding to district attorneys to divert addicted felony offenders facing imprisonment into residential drug treatment. The drug diversion/DTAP appropriation has been available since the early 1990s and now supports five NYC prosecutors (\$844k total). The Road to Recovery program was initiated as a five-county pilot program in 2003, and is now supported in 16 counties (Richmond County also receives funding from this appropriation but is considered to be part of DTAP). Funding is also transferred from DCJS to OASAS to support case managers and to provide supplements to treatment providers to assure availability of beds and priority placement for RTR/STEPS cases. Over 620 defendants were enrolled in DTAP during the 2007-08 fiscal year, and more than 300 were enrolled in DTAP in calendar year 2007.

Issues:

None.

Population Served:

District attorneys in 21 counties.

Performance Measures:

- Number of offenders enrolled annually
- Completion rates
- Recidivism rates following program completion

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Miscellaneous Legislative Adds

Mandate:

Executive Law 837-3- act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and distribute funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Funding supports a wide variety of criminal justice programs across multiple disciplines that have been funded historically out of the Local Assistance (001), Legal Services (339), or Community Services (339) accounts. In 2008 some 70 organizations were designated in the appropriation bill as recipients of these funds.

Issues:

None.

Population Served:

Criminal justice community.

Performance Measures:

Varies across a diverse range of programs depending on content area.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Miscellaneous Member Items

Mandate:

Executive Law 837-3- act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and distribute funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Funding supports a wide variety of criminal justice programs across multiple disciplines that are designated by the Legislature and funded out of the Community Projects account.(007). In 2008 nearly 360 organizations were designated as recipients of these funds.

Issues:

None.

Population Served:

Criminal justice community.

Performance Measures:

Varies across a diverse range of programs depending on content area.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - New York Prosecutors Training Institute (NYPTI)

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

The New York Prosecutors Training Institute (NYPTI) is a not-for-profit corporation dedicated to providing continuing legal education & mutual assistance to New York State prosecutors. NYPTI provides these services by drafting motions and briefs for prosecutors, organizing training seminars, maintaining a statewide brief bank, and the Prosecutor Case Management System. NYPTI also assists prosecutors in expanding their expertise through a three week summer College.

Issues:

None.

Population Served:

Criminal justice community.

Performance Measures:

Maintains logs of all assistance provided; consults with prosecutors and other members of the criminal justice community; conducts statewide training conferences and maintains the Brief Bank.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Motor Vehicle Theft and Insurance Fraud Prevention Program

Mandate:

Executive Law, Article 36-A NY Motor Vehicle Theft and Insurance Fraud Demonstration Program; State Finance Law (Chapter 56 of the Consolidated Laws Article VI).

Mandated Funding Level:

Varies yearly based on deposits to account.

Brief Description/History/Background:

A five-dollar fee assessed on insurance policies issued on vehicles registered in NYS was implemented in 1996 in response to a 65 percent increase in stolen cars in four years. The program seeks to provide an integrated way to prevent, deter and reduce motor vehicle theft and insurance fraud by funding specialized law enforcement units and dedicated prosecution programs and education and prevention programs.

Issues:

Although motor vehicle theft has steadily decreased since the program's inception, NYS is second in the nation for most expensive car insurance.

Population Served:

Law enforcement and prosecution.

Performance Measures:

(1) Insurance premium costs; (2) Uniform crime report data; (3) NYS Insurance Department's report of suspected incidents of insurance fraud.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Regional Drug Enforcement Task Forces

Mandate:

None.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

The Regional Drug Enforcement Task Forces facilitated intra-agency coordination and enhanced the ability of law enforcement agencies to address large volume, multi-jurisdictional drug trafficking networks. Staffed by federal Drug Enforcement Administration (DEA) Agents, State Police Investigators, and local law enforcement officers, the regional task forces investigated drug trafficking networks throughout the 19 counties which comprised the targeted regions. These investigations frequently extended outside of the target areas and involved the coordination of task force efforts with local law enforcement agencies from other states and countries.

The Task Forces were supported by federal Byrne funds through SFY 2006-2007. Support for the Task Forces continued through SFY 2007-2008 from the seized asset account. All Task Force support ceased on March 31, 2008.

Issues:

None.

Population Served:

General population and criminal justice community.

Performance Measures:

- Number of cases initiated
- Number of wiretap investigations conducted
- Number of arrests
- Kilograms of illicit narcotics
- Number of weapons seized
- Dollar value of cash or other assets seized
- Number of vehicles seized

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Crimes Against Revenue Program (CARP)

Mandate:

Executive Law 837-3 - act as official state planning agency pursuant to federal acts; prepare, evaluate and revise statewide crime control and delinquency prevention and control plans; receive and disburse funds.

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Implemented in 2005 to enable prosecutors to reclaim revenue from those who violate the tax laws. The program is funded out of proceeds deposited to the General Fund following convictions for a variety of tax crimes (income; sales; petroleum, alcohol and tobacco; fraudulent STAR claims, motor vehicle sales, etc.) as well as other offenses such as workers compensation fraud. Thirteen counties participate in the program. DCJS has distributed some \$16 million to these district attorneys to date and nearly \$46 million has been returned to the state.

Issues:

None.

Population Served:

District attorneys in 13 counties.

Performance Measures:

- Tax crime revenue recovered and deposited with the state.
- Convictions for tax-related offenses.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Program Development and Funding - Criminal Justice Improvement Account

Mandate:

S. 6800-D Chapter 50 of the Laws of 2008: For services and expense of programs that prevent domestic violence or aid the victims of domestic violence in the manner set forth in subdivision five of section 24 of the State Finance Law. Projects were listed under Joint-Resolution number B6713

Mandated Funding Level:

Varies annually based on appropriation.

Brief Description/History/Background:

Funding supports legal services for victims. Grants range between \$6,000 - \$75,000.

Issues:

None.

Population Served:

Victims of domestic violence.

Performance Measures:

Number of cases/services rendered.

Agency Programs/Activities: Inventory and Key Data
Division of Criminal Justice Services
Office of Justice Research and Performance

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)			
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected
H	OJRP General Admin(Support)	SO	5.0	\$ 346	\$ 387	\$ 368	\$ 391								
H	OJRP Systems Development and Support	SO	7.3	\$ 474	\$ 531	\$ 532	\$ 534								
H	OJRP Performance (Crimestat) and Statistics	SO	8.0	\$ 509	\$ 570	\$ 572	\$ 573								
H	OJRP Crime Reporting/Data Quality	SO	11.1	\$ 524	\$ 587	\$ 589	\$ 590								
H	OJRP IMPACT and Crime Reduction Support	SO	6.8	\$ 421	\$ 472	\$ 473	\$ 474								
H	OJRP CJ Res and Offender Re-Entry Support	SO	8.8	\$ 518	\$ 581	\$ 582	\$ 584								
			47.0	\$ 2,793	\$ 3,128	\$ 3,136	\$ 3,143								

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Justice Research and Performance (OJRP) - General Administration

Mandate:

Executive Law §837. Assigns DCJS with the responsibility for collecting crime and criminal justice data and disseminating it, including to the FBI.

Executive Law §837. The first two functions, powers, and duties of DCJS speak to the role of the Commissioner and the agency as advisors and developers of statewide policy and programs in the criminal justice area.

Executive Law §837. DCJS is to conduct and disseminate its own criminal justice research as well as that of others, serving as a center for data and research inquiry as well as a provider of evaluations and other research products of value.

Executive Law §837. DCJS is to collect and disseminate crime and justice data generally.

Executive Law §837. DCJS is required to provide research data, with protection for the confidentiality of that data, to researchers who work at DCJS, state or other government agencies, or outside government. The data is to be used for bona fide research purposes under process rules established by DCJS.

Executive Law §837. DCJS is to be the state's official planner for federal funds for crime reduction and criminal justice programs. It also accepts and distributes grant funds (federal and other) on behalf of New York State. OJRP supplies data in support of grant applications by both DCJS and constituent local government and non-profit organizations, and in support of DCJS federal planning efforts.

Mandated Funding Level:

None.

Brief Description/History/Background:

Provides administrative functions for the Office of Justice Research and Performance, an office of 48 staff who provide research, analysis, performance measures, statistics and evaluations to criminal justice professionals, other government officials and the public. This program area conducts management oversight, personnel administration, budgeting, purchasing, reporting, administrative procedures, grants management, internal controls, general operations, and secretarial support.

Issues:

None

Population Served:

Provide required Executive direction, management oversight and administrative support for 48 OJRP staff.

Performance Measures:

- Work is not quantitatively measured, but involves projects, assignments, and deliverables with due dates.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Justice Research and Performance (OJRP) - Systems Development and Support

Mandate:

Executive Law §837. Assigns DCJS with the responsibility for collecting crime and criminal justice data and disseminating it, including to the FBI.

Executive Law §837. DCJS is to conduct and disseminate its own criminal justice research as well as that of others, serving as a center for data and research inquiry as well as a provider of evaluations and other research products of value.

Executive Law §837. DCJS is to collect and disseminate crime and justice data generally.

Executive Law §837. DCJS is required to collect hate crime information, and issue statistical reports on both crimes reported and persons arrested for these crimes.

Executive Law §837. DCJS is required to provide research data, with protection for the confidentiality of that data, to researchers who may be inside DCJS, inside state or other government, or outside government. The data is to be used for bona fide research purposes under process rules established by DCJS.

Mandated Funding Level:

None.

Brief Description/History/Background:

This program supports the infrastructure for DCJS data and information. The program develops and maintains research and analytical files, constructs analytic databases, handles requests requiring complex SQL or major programming, provides programming support, and develops and maintains system documentation. Special files are prepared to support specific research projects by outside researchers, other organizations, and DCJS and other state agency staff. While analytical files have been developed within OJRP for decades, system documentation and cross-training are lacking. Analytical files are created weekly for arrest information and monthly for UCR crime information. The CCH analytical data files, the largest and most complex set of files, are updated quarterly.

Issues:

- This program area is responsible for migrating 13 data processes that rely on the DCJS CCH mainframe system. This complex and timeconsuming migration is the top program priority in 2008 and 2009. It is being conducted by existing staff, without outside consultants.

- Resources and personnel target within OJRP were redirected to strengthen this program area in 2008. Given the significant number of retirements that have occurred or are anticipated, we are working to document key processes, databases and systems, implement cross-training and conduct succession planning.

Population Served:

Other OJRP staff are the recipients of the database and files that are developed and maintained, but these analytical files are building blocks for virtually all information that comes out of DCJS. This information is provided to the public, government agencies and criminal justice agencies and other customers as required by statute.

Outside research organizations who evaluate New York's criminal justice populations and programs use DCJS data files for their research.

Performance Measures:

- 22 specialized research files were developed and delivered to outside researchers in 2007.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Justice Research and Performance (OJRP) - Performance and Statistics

Mandate:

Executive Law §837. Assigns DCJS with the responsibility for collecting crime and criminal justice data and disseminating it, including to the FBI.

Executive Law §837. DCJS is to collect and disseminate crime and justice data generally.

Executive Law §837. DCJS is required to collect hate crime information, and issue statistical reports on both crimes reported and persons arrested for these crimes.

Executive Law §837. DCJS is to be the state's official planner for federal funds for crime reduction and criminal justice programs. It also accepts and distributes grant funds (federal and other) on behalf of New York State. OJRP supplies data in support of grant applications by both DCJS and constituent local government and non-profit organizations, and in support of DCJS federal planning efforts

Executive Law §837. DCJS is charged with providing services in support of district attorneys. OJRP develops and provides many statistical reports to district attorneys

Executive Law §837-a. DCJS is required to collect, analyze, and report on the outcome of every felony complaint lodged in the State of New York.

Executive Law §837-a. DCJS is required to produce an annual report to the governor and legislature about the operations and outcomes of Operation IMPACT. OJRP is the primary monitor of criminal activity in IMPACT jurisdictions, and produces and posts monthly and annual reports on crime, violent crime, and firearms use.

Executive Law §837-f. DCJS is charged with establishing and operating a missing and exploited children clearinghouse. OJRP provides data in support of this office and produces its annual statistical report.

Mandated Funding Level:

None.

Brief Description/History/Background:

In 2004, the Crimestat accountability program was established by reallocating existing resources within DCJS. The goal of the program, which coordinates performance measures for the criminal justice system, is to provide information to allow criminal justice policy makers to reduce crime and improve effectiveness. The Crimestat function has three key components:

- operates the DCJS performance management program
- analyzes and disseminates criminal justice trend and performance data to all state criminal justice agencies
- administers a system of local agency performance reports, which allows local criminal justice managers to make communities safer through improved local performance (DNA collections, sex offender management, etc.)

Issues:

None.

Population Served:

Performance reports are provided to DCJS staff, more than 500 police agencies, 62 district attorneys offices, 58 probation departments, 58 sheriffs, and hundreds of executives and managers within the state criminal justice agencies. In addition, general criminal justice statistics and data are routinely provided upon request to the Executive, the Legislature, DCJS and other agency public information officers, as well as Federal, state and local agencies and not-for profit organizations. Also, within DCJS, the performance program provides DCJS managers and staff with targeted performance updates and exception reports, which identify exactly where follow-up or attention is needed

Performance Measures:

- 8 IMPACT crime trend and operational reports delivered by the 5th of each month
- 10 sex offender management and exception reports delivered by the 10th of each month
- 8 DNA processing and exception reports delivered by 15th of each month
- 8 other performance reports produced monthly
- Data requests and analysis prepared in CY 2007: 607
- OJRP publications prepared and mailed in CY 2007: 230
- Annual reports on arrests, convictions, crime, police personnel, and missing children were placed on the public website
- Crimestat performance reports on the Criminal Justice System and DCJS were placed on the public website

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Justice Research and Performance (OJRP) - Crime Reporting and Data Quality Unit

Mandate:

Executive Law §837. Assigns DCJS with the responsibility for collecting crime and criminal justice data and disseminating it, including to the FBI.

Executive Law §837. The first two functions, powers, and duties of DCJS speak to the role of the Commissioner and the agency as advisors and developers of statewide policy and programs in the criminal justice area.

Executive Law §837. DCJS is required to send data to the FBI and other national statistics-gathering government organizations. DCJS provides monthly crime and arrest data through the Uniform Crime Reporting Program, annual Death In Custody data and periodic other data to the Federal Bureau of Justice Statistics, and crime and case-processing data to the national sentencing and felony case-processing programs, in addition to filling ad hoc requests.

Executive Law §837. DCJS is required to collect hate crime information, and issue statistical reports on both crimes reported and persons arrested for these crimes.

Executive Law §837. DCJS is to be the state's official planner for federal funds for crime reduction and criminal justice programs. It also accepts and distributes grant funds (federal and other) on behalf of New York State. OJRP supplies data in support of grant applications by both DCJS and constituent local government and non-profit organizations, and in support of DCJS federal planning efforts.

Mandated Funding Level:

None.

Brief Description/History/Background:

This program operates the Uniform Crime Reporting (UCR) and Incident Based Reporting (IBR) programs within the State. There are 4 data entry staff for the 300 agencies who report through UCR and 3 staff dedicated to support the 225 agencies who report through IBR. Other program staff develop manuals and procedures for police departments, provide technical assistance onsite at agency audits, coordinate training, and submit files to the FBI as mandated. In addition to participating in two field audits per month, staff are developing a self-audit process for local agencies.

Issues:

With the advent of Crimestat in 2004, the emphasis on timely and accurate data revealed significant problems and data concerns that this program area is now working hard to address. Information collected through the crime reporting program is the only source for data on crime volume and rates, juvenile crime activity, hate crime activity, domestic violence crime activity, and the motives behind New York homicides. In recognition of the need for timely data to inform these critical policy areas, a significant emphasis was placed on timely reporting. To address accuracy, procedure manuals were developed, an audit function was established, a UCR training program has been developed and a certification program for Incident Based Reporting agencies is under development. If these improvement efforts are not continued, New York will lack reliable information to inform key policy areas such as domestic violence prevention, juvenile crime and hate crime activity.

Population Served:

Criminal justice policy makers and managers, law enforcement officials throughout New York State, the FBI, New York's policy makers and managers, and DCJS staff.

Performance Measures:

- All FBI data submission deadlines were met in 2007 and 2008 as required.

- 80 calls per month are made to agencies to follow-up on outstanding crime reports. These calls resulted in a dramatic increase in the submission of timely crime reports, with an average 91% of non-NYC crime data now submitted within 30 days following the close of reporting month.

- Crime reporting staff make, on average, 220 contacts monthly to reporting agencies to provide technical assistance or follow-up on data errors.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Justice Research and Performance (OJRP) - IMPACT and Crime Reduction Support

Mandate:

Executive Law §837. The first two functions, powers, and duties of DCJS speak to the role of the Commissioner and the agency as advisors and developers of statewide policy and programs in the criminal justice area.

Executive Law §837. DCJS is to conduct and disseminate its own criminal justice research as well as that of others, serving as a center for data and research inquiry as well as a provider of evaluations and other research products of value.

Executive Law §837. DCJS is required to promulgate the Domestic Incident Report form. OJRP conducts research, produces reports in this area, and coordinates DIR form redesign.

Executive Law §844-b. DCJS is charged with operating a New York State Committee for the Coordination of Police Services to Elderly Persons, which mandates a report on elder abuse. OJRP collects and analyzes elder-abuse domestic incident data to meet this requirement.

Mandated Funding Level:

None.

Brief Description/History/Background:

This program provides direct support and program research for crime reduction and enforcement strategies related to Operation IMPACT and other crime reduction programs. The program also coordinates domestic violence-related analysis and supports OPDV. This unit was formalized in 2004 through the reallocation of existing resources, and since that time has emphasized operational research and support for crime reduction efforts. Significant emphasis has been on Operation IMPACT sites which have high rates of violent crime. Examples are:

- Case specific analyses on known active offenders, and "shared offenders" who cross jurisdictional lines.
- Domestic Violence analysis and support for OPDV (hosted agency), including detailed analysis of domestic violence-related homicides, domestic violence crimes and incidents, and domestic violence-related arrests.
- Coordinate development and production of the Domestic Incident Report (DIR) form, and collect elder abuse data to meet annual reporting requirements.
- Direct support for local warrant enforcement efforts which includes analyzing files and preparing lists of high risk offenders who have outstanding warrants to support local warrant initiatives.
- Crime and arrest pattern analyses.
- Probation-related analysis and analytical support for DPCA (hosted agency) and local probation agencies.

Issues:

Retirements and resignations continue to present a challenge to support activities such as evaluating pilot crime reduction initiatives.

Population Served:

Executives who require policy data, police chiefs and fugitive task forces within high crime jurisdictions, law enforcement officials throughout New York State, Operation IMPACT staff within the Office of Public Safety, and domestic violence prevention stakeholders.

Performance Measures:

- In 2007, case specific files were developed and provided to support 17 local warrant apprehension initiatives.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Justice Research and Performance (OJRP) - Support for Offender Re-entry and Offender Research

Mandate:

Executive Law §837. The first two functions, powers, and duties of DCJS speak to the role of the Commissioner and the agency as advisors and developers of statewide policy and programs in the criminal justice area.

Executive Law §837. DCJS is to conduct and disseminate its own criminal justice research as well as that of others, serving as a center for data and research inquiry as well as a provider of evaluations and other research products of value.

Executive Law §837. DCJS is to be the state's official planner for federal funds for crime reduction and criminal justice programs. It also accepts and distributes grant funds (federal and other) on behalf of New York State. OJRP supplies data in support of grant applications by both DCJS and constituent local government and non-profit organizations, and in support of DCJS federal planning efforts

Mandated Funding Level:

None.

Brief Description/History/Background:

Offender research has been conducted by DCJS for many decades, but this unit redirected resources between 2006 and 2008 to conduct operational research, provide support for high-priority offender re-entry initiatives, and conduct system processing analysis in support of the Commission on Sentencing Reform. Efforts are focused on identifying "what works" so policy makers can continually assess the effectiveness of New York's programs. Key responsibilities include:

- Creation and maintenance of a risk assessment methodology which assigns a risk score to offenders released from prison. This score is used by DOCS and re-entry providers for case planning purposes and is providing the basis for moving forward with a statewide risk and needs assessment process.
- Specialized monitoring and follow-up evaluations for offenders in re-entry pilot programs such as Orleans Re-Entry, County Re-Entry Task Forces, and the Edgecombe Violator Program.
- Recidivism studies and evaluations in support of offender re-entry and various criminal justice programs such as DTAP, STEPS, and State-funded ATI programs.

Issues:

Retirements and resignations continue to challenge efforts to support the risk assessment process, follow-up of pilot programs such as Orleans Re-entry and Edgecombe Violator Program, and ongoing program evaluations for alternative programs.

Population Served:

State criminal justice executives who require data to inform policy, the Commission on Sentencing Reform, County Re-Entry Task Force providers and coordinators, DCJS, DPCA, DOCS, and Parole staff and managers.

Performance Measures:

- A risk score report, critical to case planning, is generated each month for all offenders scheduled for release from DOCS, and is distributed to Parole and County Re-entry Task Forces.

**Agency Programs/Activities: Inventory and Key Data
Division of Criminal Justice Services
Office of Administration**

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)				
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	
H	Executive/PIO	SO	8	\$ 1,054	\$ 1,181	\$ 1,184	\$ 1,189									
M	HRM	SO	16	\$ 788	\$ 883	\$ 885	\$ 887									
M	Finance	SO	31	\$ 1,794	\$ 2,010	\$ 2,015	\$ 2,022									
M	Admin Services	SO	23	\$ 6,837	\$ 7,659	\$ 7,680	\$ 7,937									
	Total		78	\$ 10,473	\$ 11,733	\$ 11,764	\$ 12,035									
	<u>Federal</u>															
M	Finance - Federal		5													

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Executive Office / Public Information Office

Mandate:

Executive Law §§ 835-845.6.

Mandated Funding Level:

None.

Brief Description/History/Background:

The Executive Office provides direction and management oversight to DCJS and hosted agencies as per direction and guidance from the Office of the Governor. The mission of DCJS is to enhance public safety and improve criminal justice. The Division measures progress toward the overall goal of reducing crime, and tracks the effectiveness of both agency and systemwide criminal justice strategies designed to increase public safety. The Commissioner also serves as the Governor's Assistant Secretary for Criminal Justice, providing policy advice on all criminal justice issues.

The Public Information Office responds to requests for information from the media, Legislature and the public. The Office also assists the four hosted agencies (Division of Probation and Correctional Alternatives, Crime Victims Board, Office for the Prevention of Domestic Violence, State Commission of Correction) in responding to media inquiries.

Issues:

N/A

Population Served:

Federal, state and local criminal justice agencies.

Performance Measures:

Improvements throughout the criminal justice system have been documented through performance measures and reports.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Administration - Human Resources Management

Mandate:

Human Resources Management is responsible for administering position classification, staffing and payroll services in compliance with state law, Civil Service law, Office of the State Comptroller guidelines, New York State Human Rights Law, State Finance Law, Public Officers Law, Equal Employment Opportunity, and all other federal mandates regarding employment and discriminatory practices.

Mandated Funding Level:

None.

Brief Description/History/Background:

Human Resources Management is responsible for monitoring the staffing levels for all program areas within DCJS and for its four hosted agencies, as well as providing technical guidance and support in the areas of organizational development, labor relations, interviewing and recruitment, cultural awareness and diversity, affirmative action, age and disability protection, position classification, staff development and payroll and benefits.

Issues:

Maintaining an effective workforce that can meet the needs of agency managers and supporting the accomplishment of mandated Division goals and objectives.

Population Served:

Division of Criminal Justice Services, State Commission of Correction, Crime Victims Board, Division of Probation and Correctional Alternatives, Office for the Prevention of Domestic Violence, Integrated Justice Advisory Board, and Board of Examiners of Sex Offenders.

Performance Measures:

- Staffing Levels
- Overtime tracking
- Affirmative Action
- Reasonable Accommodation
- OSC payroll performance measures

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Administration - Financial Services

Mandate:

Financial Services is responsible for administering all financial activities for DCJS in compliance with NYS Finance Law, NYS Civil Service law, Office of the State Comptroller guidelines, and all federal mandates pertaining to federal grant administration.

Mandated Funding Level:

None.

Brief Description/History/Background:

Financial Services manages cash, revenue and local assistance funds. Responsible for purchasing, contracts, in-house grants, and voucher payments. Develops and implements budgets and spending plans and prepares required reports. DCJS operates under decentralized program budgeting which provides program managers with the authority to make spending decisions based on operational needs.

Issues:

Financial Services continues to implement improvements to the automated Financial Management System (FMS), which processes all transactions and provides automated access to agency financial transactions.

Population Served:

Division of Criminal Justice Services, State Commission of Correction, Crime Victims Board, Division of Probation and Correctional Alternatives, and the Office for the Prevention of Domestic Violence.

Performance Measures:

- Contracts executed
- Contract processing time
- Voucher processing

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Administration - Administrative Services

Mandate:

Administrative Services operates under numerous Executive Orders and statutes, including:

- Executive Order #3 - Open Meetings: Broadcast applicable meetings on the internet through the use of webcasting.
- Executive Order #4: Establishing a State Green Procurement and Agency Sustainability Program.
- Executive Order #111: Purchase of Renewable Energy.
- Executive Order #142: Directing State Agencies and Authorities to Diversity Transportation Fuel and Heating Oil Supplies through the use of Bio-Fuels in State Buildings and Vehicles.
- Executive Order #134: Green Procurement and Agency Sustainability Program.
- AED Law of 2006: Regulations Governing the Implementation of the Statewide Automatic Defibrillator Program.

Mandated Funding Level:

None

Brief Description/History/Background:

Administrative Services provides agency programs with many of the services required to meet their core missions, including mail services, fleet management, security, asset inventory, records management, printing, graphics design, central supply and warehousing services, executive support, webcasting, telecommunications planning and support, disaster planning, space planning and facilities management for DCJS and its hosted agencies.

Issues:

Ensure that DCJS and its hosted agencies have adequate space, equipment, telecommunications, transportation and supplies and that all Executive Orders are implemented.

Population Served:

Division of Criminal Justice Services, State Commission of Correction, Division of Probation and Correctional Alternatives, Crime Victims Board, and the Office for the Prevention of Domestic Violence.

Performance Measures:

- Printing costs
- Telecommunication costs
- Mass mailing costs

Agency Programs/Activities: Inventory and Key Data
Division of Criminal Justice Services
Office of Legal Services

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)				
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	
H	Provide legal advice and guidance on criminal justice policy issues	SO	17.5	\$ 1,392	\$ 1,464	\$ 1,468	\$ 1,472									
H	Human Trafficking	SO	1	\$ -	\$ 96	\$ 96	\$ 96									
			18.5	\$ 1,392	\$ 1,560	\$ 1,564	\$ 1,569									

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Legal Services - Provide legal advice and guidance on criminal justice policy issues.

Mandate:

The Office of Legal Services (OLS) is established pursuant to Executive Law section 836(3) to provide legal advice and guidance to the Commissioner and agency managers in the development and formulation of criminal justice policy and to provide legal guidance to DCJS staff in carrying out the agency's mission.

Mandated Funding Level:

None.

Brief Description/History/Background:

OLS provides legal guidance to the Commissioner and agency staff in carrying out the mission of the agency, including legal issues related to access to criminal history records, administration of the DNA Databank, law enforcement training and accreditation, and agency procurement. OLS is also responsible for the agency's legislative program, FOIL requests, administrative rulemaking, ethics issues, outside employment requests, and the Crimes Against Revenue Program. OLS provides staff support to the Commission on Sentencing Reform, coordinates legal issues for the hosted agencies, and serves as counsel to the Municipal Police Training Council, Law Enforcement Accreditation Council, Juvenile Justice Advisory Group, Motor Vehicle Theft and Insurance Fraud Prevention Board, and Commission on Forensic Science.

Issues:

OLS ensures compliance with all applicable federal and State laws and regulations.

Population Served:

DCJS program areas, law enforcement agencies, and hosted agencies.

Performance Measures:

None.

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Legal Services - Human Trafficking

Mandate:

Social Services Law section 483-cc requires law enforcement agencies to notify DCJS when they encounter an individual who reasonably appears to be a victim of human trafficking. DCJS, in consultation with the Office of Temporary and Disability Assistance (OTDA), must determine whether such individual is in fact a victim of human trafficking. Such victims are eligible for social services. Pursuant to Social Services Law section 483-ee, the commissioner of DCJS co-chairs the Interagency Task Force on Human Trafficking. The Task Force is responsible for, among other duties, collecting and organizing data on the nature and extent of trafficking; establishing protocols between law enforcement agencies, governmental agencies, child welfare agencies, and NGOs; developing recommendations to prevent trafficking; providing training programs on human trafficking; and increasing public awareness regarding human trafficking.

Mandated Funding Level:

None.

Brief Description/History/Background:

New Penal Law crimes proscribing sex trafficking (section 230.34) and labor trafficking (section 135.35) and Social Services Law Article 10-D providing for services to human trafficking victims were added by chapter 74 of the laws of 2007. Law enforcement agencies must refer victims who reasonably appear to be victims of human trafficking to DCJS and OTDA, who must then determine whether such victims are entitled to services. DCJS also provides training in the new law and the victim referral process to law enforcement personnel.

Issues:

Law enforcement personnel must be trained regarding the new provisions of law. Attitudes toward human trafficking victims must be changed so that they are treated as crime victims, rather than as mere criminals or illegal aliens.

Population Served:

Human trafficking victims, law enforcement agencies, criminal justice system.

Performance Measures:

- Number of human trafficking victims confirmed
- Number of human trafficking indictments
- Number of human trafficking training sessions
- Number of law enforcement personnel trained

**Agency Programs/Activities: Inventory and Key Data
 NYS Division of Criminal Justice Services
 Office of Internal Audit and Compliance**

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements (\$000s)				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)			
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected
H	Internal Audit	SO	2.75	\$ 183	\$ 206	\$ 207	\$ 209								
H	Grant Contract Compliance Audit	SO	0.75	\$ 57	\$ 63	\$ 63	\$ 65								
H	Criminal Justice Records Compliance Review	SO	3.5	\$ 206	\$ 231	\$ 231	\$ 234								
	Total		7	\$ 446	\$ 500	\$ 501	\$ 508								
H	<u>Federal</u> Grant Contract Compliance Audit	SO	2												

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Internal Audit and Compliance

Mandate: Internal Control Act 1987, Internal Control Act of 1999, Executive Law

Mandated Funding Level:

None.

Brief Description/History/Background:

Under the terms of the Internal Control Act of 1987 and 1999, and Executive Law, the Division of Criminal Justice Services is required to maintain an Internal Audit function. Internal auditing is an independent appraisal activity established by the management of an organization for the review of operations as a means of assuring conformance with management policies and the effectiveness of internal controls. Internal audits are conducted in conformance with generally accepted standards for internal auditing. In addition, the Internal Audit unit coordinates all external audit activities initiated against the Division and investigates allegations of fraud, waste and abuse.

Issues:

None.

Population Served:

Agency officials, Managers, Public/Taxpayers

Performance Measures:

-Number of internal audits completed within budget during the calendar year

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Internal Audit and Compliance - Grant Contract Compliance Audit

Mandate: Federal Guidelines (OMB-A133) for funded agencies

Mandated Funding Level:
None.

Brief Description/History/Background:

Conducts compliance audits of organizations receiving state and federal financial support through the Division's Office of Program Development and Funding, and monitors and reviews Single Audit Reports. The Grants Contract Compliance Audit Unit conducts compliance audits on an average of 130 grant contracts each year.

Issues:
None

Population Served:
Agency officials, Public/Taxpayers, Federal & State Governments

Performance Measures:

- Number of grant contracts audited during calendar year
- Number of desk audits completed during calendar year
- Monies recovered during calendar year
- Number of single audit reports reviewed during calendar year

Division of Criminal Justice Services
PROGRAM INFORMATION SHEET

Program: Office of Internal Audit and Compliance - Criminal Justice Records Compliance Review

Mandate:

Federal and state laws covering access to Criminal History Records Information.
FBI/DOJ guidelines covering Uniform Crime Reporting

Mandated Funding Level:

None.

Brief Description/History/Background:

Conducts reviews of over 1,200 agencies accessing Criminal History Record Information (CHRI) through ejusticeNY. These reviews assess an agency's compliance with federal and state laws covering access to CHRI. This program protects individual privacy by ensuring that CHRI is only accessed and reviewed by authorized users according to federal and state laws. The Unit is also responsible for assessing the accuracy of court disposition information reported by county and city courts to the Division. A critical component of accurate CHRI is to ensure that the disposition of an offense is accurately reported to DCJS by the court. In addition, the Unit assesses the accuracy of crime reported to the Division by over 600 law enforcement agencies throughout New York State. The accurate reporting of crime data assists law enforcement personnel in identifying patterns and trends, deploying resources, allocating funding and developing appropriate interventions for areas with high and/or increasing crime levels.

Issues:

None.

Population Served:

Agency management, Public/Taxpayers, Criminal Justice Community

Performance Measures:

- Number of Criminal History Record Information reviews conducted during calendar year
- Number of crime reporting reviews conducted during the calendar year
- Number of court disposition reviews completed during the calendar year