

Waukesha County Criminal Justice Collaborating Council

Data Workgroup – June 30, 2009

Present: Diane Kelsner, Ryan Jurgens, Rebecca Luczaj, Lyndsay Johnson, Sue Smith, Brenda Greenwald.

Absent: Dani Danielski

Also Present: Matt Jolly, Meg Schnabl

Introductions & Overview of Member Roles Related to Departmental Data Collection/Analysis

Kelsner distributed a handout of the Data Workgroup membership list including email addresses. She stated that each member has been selected based on their respective specialized knowledge and experience with Spillman, CCAP, or PROTECT systems. The members introduced themselves and gave a brief description of their departmental duties in relation to data issues. Kelsner advised that the intent of this workgroup initially will be to keep their goals narrow and focused.

Review Workgroup Purpose

Kelsner stated this workgroup was reconvened at the request of the CJCC Executive Committee to address the ongoing issues within the Data Warehouse and create some structure for dealing with data questions/problems. This was prompted by a recent problem encountered by Luczaj and Jurgens as they attempted to extract certain data from the Spillman system.

Discussion of Data Coding Issues in Spillman / Discussion of Mapping Issues with CCAP & Spillman into Data Warehouse

Luczaj stated that during the process of writing a grant application for the Alcohol Treatment Court, she and Jurgens attempted to pull data on the number of OWI - 4th offenses from Spillman without success. It was discovered that booking staff are entering all OWI offenses under the general statute and only listing the repeat offense information in the note section. The notes cannot be queried. There were numerous inconsistencies in the way the data was entered into the notes. Luczaj stated that Danielski was able to provide OWI 4th offense information obtained from the PROTECT system; the numbers did match the Data Warehouse – CCAP data.

Jurgens stated that problems also stemmed from other reports that were run, and it was realized that a number of the statutes were not classified. He explained how the statutes were grouped in the system and the problems encountered with the non-classified statutes. He emphasized that the data must be entered correctly in order to provide accurate numbers and information to the user. Jurgens further explained the need for a definitions document, so that when someone runs a query it would be clearly defined as to what response would be obtained. Kelsner added that it be a goal of this workgroup to identify data entry situations in an effort to correct some of the problems in Spillman. Schnabl and Greenwald agreed that their staff enters the data that is provided to them from law enforcement – the problem goes beyond the data entry process. The municipal statutes were entered in 2003 and have not been added to or updated since.

Smith stated that they have no control over what other police agencies enter into the Spillman system. Most of the larger municipalities do not even use Spillman. Jurgens added that those non-Spillman users do bring prisoners to the County jail, so it is important that they present the proper information compliant with the standard operating procedures for data entry. Kelsner suggested that County staff with connections to the police chiefs continue efforts to get their departments compliant with the data entry standards. Data entry is becoming a critical issue and the need to educate users is key. Kelsner said this group will focus on Waukesha County issues, discover limitations and find solutions, with a goal of determining data entry standards that the other municipalities must meet for the future. Jurgens said that it is important to find the right balance without creating a huge amount of additional work.

Discussion continued regarding specific examples of Spillman system/Data Warehouse mapping issues that individuals have encountered. Kelsner concluded that points to focus on would include coding and mapping issues, including how data is mapped in relation to Crystal reports and the creation of a definitions document. A data entry mapping exercise will be scheduled in the near future.

Update on DA's PROTECT System Interface with Data Warehouse

Jurgens stated that the DA's PROTECT System interface (from PROTECT to Spillman) has been put on hold. Jolly said stated there are technical issues with the Spillman database that will prevent the interface with PROTECT, as well as the CCAP interface from working. The interface will not be possible until after the 6.0 upgrade to Spillman, which is set for implementation in mid to late 2011, due to the CAD system project. The 4.6 update scheduled for the fall of 2009, will provide changes in the functionality of the application but the underlying database will remain the same.

The PROTECT data can be put into the Data Warehouse, but not through Spillman. Staff is checking into getting access to the PROTECT data, but has not received any response thus far. Kelsner suggested that perhaps Danielski or Brad Schimmel making further inquires would be helpful.

Update on Criminal Justice Information Technology Grant Opportunities

Luczaj provided information on the following Grant Opportunities:

- The Bureau of Justice Statistics, in conjunction with the American Statistical Association, puts out a joint solicitation that is announced every February and October. Typical awards range from \$25,000 to \$30,000. A proposal could be submitted for assistance with our data issues. Luczaj said she would check in October when more information is released.
- The Wisconsin Office of Justice Assistance (OJA) is currently taking applications for awards up to \$150,000 to help interface local law enforcement databases with the DA's PROTECT system. Jolly explained that as discussed earlier, we cannot currently interface PROTECT with Spillman because of the structure of the database. He also noted that the PROTECT system deals with the arrest tracking number (ATN); currently it is not typically captured in the Spillman system. (The ATN issue was discussed

further.) Luczaj stated she would follow up with OJA to see if there is a set timeframe to use the funding while we work through the technical issues with Spillman.

In conclusion the group continued to discuss the items to focus on until the next meeting. Jurgens further discussed the need to establish a definitions document. Some recent requests for certain types of information were also discussed. It was decided to compile a list of questions, to be submitted by the Workgroup members. Jurgens will follow up with IT staff to set up a page on the County SharePoint site to enable the posting of the questions list. Someone would then format the questions and sort through the list. Limits could then be established as to how much statistical information is able to be tracked. There was no opposition to Kelsner's suggestion of using an Excel spreadsheet for the questions list. Luczaj will follow up with the CJCC Executive Committee to see what types of questions they would like to see answered, especially in relation to CJCC programs. The mapping exercise will be scheduled before the next Data Workgroup meeting. Johnson, Danielski, Luczaj and Kelsner will participate in the exercise in mapping the processes from arrest, to booking, etc. with the assistance from the Jail, DA, and Courts staff.

Set Next Meeting Date

- July 28, 2009, at 1:00 p.m. in Room C226

The meeting adjourned at 2:25 p.m.