



## Criminal Justice Coordinating Council

February 4, 2019

The Honorable Charles Allen  
Chair  
Committee on the Judiciary and  
Public Safety  
Council of the District of Columbia  
1350 Pennsylvania Avenue, NW  
Suite 109  
Washington, DC 20004

**Re: Fiscal Years 2018-2019 Performance Oversight  
Pre-Hearing Questions**

Dear Chairman Allen,

Enclosed please find responses to questions forwarded by the Committee on the Judiciary and Public Safety for the performance oversight hearing on the Criminal Justice Coordinating Council (CJCC).

Please feel free to contact me if you have any additional questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mannone A. Butler", is written over a horizontal line.

Mannone A. Butler  
Executive Director

Enclosure

**PERFORMANCE OVERSIGHT HEARING QUESTIONS  
FISCAL YEARS 2018-2019**

General Questions

1. Please provide a current organizational chart for the agency, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel, and note the date that the information was collected on the chart.

**Response:** *See Attachment A.*

- a. Please provide an explanation of the roles and responsibilities of each division and subdivision.

**Response:** CJCC is a small independent agency that includes: (a) the Information Technology division, which is responsible for managing the Justice Information System (JUSTIS), the District of Columbia's integrated justice information system, that operates on a 24/7 basis and serves as a one-stop shop for justice system-wide information for authorized law enforcement and criminal justice agency users; (b) the Statistical Analysis Center (SAC), which is responsible for independent research, statistical analyses, data collection and program evaluation; and (c) the Policy division, which is responsible for managing key priority areas established by CJCC members.

- b. Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

**Response:** During FY 2018, a Public Affairs Specialist position was added to the agency and CJCC's organizational chart was updated accordingly.

2. Please provide a current Schedule A for the agency which identifies each position by program and activity, with the employee's title/position, salary, fringe benefits, and length of time with the agency. Please note the date that the information was collected. The Schedule A should also indicate if the position is continuing/term/temporary/contract or if it is vacant or frozen. Please separate salary and fringe and indicate whether the position must be filled to comply with federal or local law.

**Response:**

Title	Name	Posn Nbr	Grade	Step	Salary	Fringe	Program	Activity	Type	Length of Service
Policy Analyst	Munir,Khalil	00006387	13	10	109,710	21,503	2120	2120	Reg	4.9 years
Special Asst	Jackson,Robin Y	00024737	7	0	128,096	25,107	2110	2110	Reg	14.0 years
Statistician	Sfecla,Ellen	00032347	14	8	123,200	24,147	1110	1110	Reg	3.5 years



Staff Assistant	Vines, Tamara L	00033752	9	10	63,835	12,512	2110	2110	Term	3.1 years
Info Tech Spec	Chaudhry, Imran	00036326	9	0	123,216	24,150	3110	3110	Reg	13.8 years
Policy And Research Analyst	Marimon, David	00039221	14	4	110,308	21,620	1010	1010	Reg	3.7 years
Juvenile Justice Compl Monitor	Towery, Keith Raphael	00039629	13	5	96,065	18,829	1110	1110	Reg	0.5 years
Executive Director	Butler, Mannone A	00040860	11	0	182,099	35,691	2010	2010	Reg	12.5 years
Policy Analyst	Diaz, Luis	00046507	13	3	90,607	17,759	2120	2120	Reg	2.8 years
It Specialist (Network Svcs.)	Moses, Colleen A	00046508	7	0	97,352	19,081	3110	3110	Reg	9.3 years
It Spec. (Applic. Software)	Hussain, Safdar	00046511	7	0	110,784	21,714	3110	3110	Reg	4.9 years
It Spec. (Enterprise Arch.)	Khan, Mohammad H	00046539	7	0	120,851	23,687	3110	3110	Reg	8.6 years
Research Analyst	Villalobos-Agudelo, Sandra	00063282	13	5	96,065	18,829	1110	1110	Reg	4.4 years
Deputy Executive Director	Love, Kristy	00063470	9	0	152,337	29,858	2120	2120	Reg	1.6 years
Strategic Analysis Specialist	Jones, Christine	00082640	6	0	69,422	13,607	3110	3110	Reg	3.0 years
It Spec. (Systems Admin.)	Colbert, Machah V	00085640	7	0	98,083	19,224	3110	3110	Reg	4.0 years
Policy And Research Analyst	Robinson, Charles A	00088679	14	3	107,085	20,989	1010	1010	Reg	11.3 years
Statistician (Social Science)	Sill, Kaitlyn L	00093790	14	5	113,531	22,252	1110	1110	Reg	1.1 years
Public Affairs Specialist	Mikhaylova, Margarita A.	00094711	13	10	87,768	17,203	2110	2110	Reg	0.6 years
It Spec. (Systems Admin.)	Vacant	00063535	7	0	106,570	20,888	3110	3110	Reg	Vacant

(Schedule A as of January 28, 2019)

3. Please list all employees detailed to or from your agency. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date of the detail, and the employee's projected date of return.

**Response:** CJCC did not have detailees in FY18 and does not have any detailees in FY19 to date.

4. Please provide the Committee with:

- a. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned, as well as a description of all vehicle accidents involving the agency's vehicles in FY18 and FY19, to date.

**Response:** No vehicles were assigned to CJCC in FY18 and FY19, to date.

- b. A list of travel expenses, arranged by employee for FY18 and FY19, to date, including the justification for travel; and

**Response:** *See Attachment B.*

5. For FY18 and FY19, to date, please list all intra-District transfers to or from the agency.

**Response:**

List of Intra-District Transfers - CJCC as Buyer (TRANSFERS OUT)							
Fiscal Year	Selling Agency	Project Code	Description of Services Provided	Amount	Start Date	End Date	MOU
2018	TO0	NCH17N	National Criminal History Program	51,790	10/1/2016	12/30/2018	
2018	AA0	N/A	EOM Support Services	7,000	10/1/2017	9/30/2018	✓
2018	AS0	N/A	Telecom Purchases	1,430	10/1/2017	9/30/2018	
2018	JR0	N/A	Sign Language Interpreter Services	2,220	10/1/2017	9/30/2018	
2018	PX0	N/A	PCard Advance	75,767	10/1/2017	9/30/2018	
2018	TO0	N/A	OCTO IT Assessment	19,809	10/1/2017	9/30/2018	
<b>2018 Total</b>				<b>158,017</b>			
2019	PO0	N/A	PCard Collections	25,000	10/1/2018	9/30/2019	
2019	TO0	N/A	OCTO IT Assessment	22,817	10/1/2018	9/30/2019	
<b>2019 Total</b>				<b>47,817</b>			

List of Intra-District Transfers - CJCC as Seller (Transfers In)							
Fiscal Year	Selling Agency	Project Code	Description of Services Provided	Amount	Start Date	End Date	MOU
2018	FJ0	COM18N	MOU w/JGA: Compliance Monitoring	67,422	10/1/2017	9/30/2018	✓
2018	FJ0	NCH17N	MOU w/MPD: National Criminal History Subgrant	79,030	10/1/2016	12/30/2018	✓
2018	FJ0	PCR18N	MOU w/ DMPSC: Police Comm Relation Survey	75,000	10/1/2017	9/30/2018	✓

6. For FY18 and FY19, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:

- The revenue source name and code;
- The source of funding;
- A description of the program that generates the funds;
- The amount of funds generated by each source or program;
- Expenditures of funds, including the purpose of each expenditure; and
- The current fund balance.

**Response:** CJCC does not maintain any Special Purpose Revenue funds.

7. For FY18 and FY19, to date, please list any purchase card spending by the agency, the employee making each expenditure, and the general purpose for each expenditure.

**Response:** During FY18 and FY19 to date, CJCC's authorized purchase cardholders were RYJackson and KLove. The Central Bill Reconciliation Reports listing the goods and services purchased during FY18 and FY19, to date, are included in **Attachment C**.

8. Please list all memoranda of understanding ("MOU") entered into by your agency during FY18 and FY19, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date.

**Response:** The CJCC has entered into the following MOUs and agreements:

Purpose/Subject of MOU	Date Effective	Termination Date
MOU/Agreements to facilitate information sharing for the purpose of research and analysis through the Justice Statistical Analysis Tool (JSAT) <ul style="list-style-type: none"> <li>Bureau of Prisons (BOP)</li> </ul>	October 12, 2018	N/A
<ul style="list-style-type: none"> <li>Public Defender Service (PDS)</li> </ul>	October 26, 2018	N/A
<ul style="list-style-type: none"> <li>Superior Court of the District of Columbia (DCSC)</li> </ul>	October 12, 2018	N/A
Data Sharing Agreements to obtain data for the study of root causes of juvenile justice involvement, per the Comprehensive Youth Justice Amendment Act (CYJAA) <ul style="list-style-type: none"> <li>Child and Family Services Agency (CFSA)</li> </ul>	October 3, 2018	October 3, 2024

<ul style="list-style-type: none"> <li>Office of the State Superintendent of Education (OSSE)</li> </ul>	September 24, 2018	September 24, 2024
<ul style="list-style-type: none"> <li>Superior Court of the District of Columbia (DCSC)</li> </ul>	September 19, 2018	September 19, 2019
MOU with the Deputy Mayor for Public Safety and Justice (DMPSJ) to obtain funding to conduct a public opinion survey of police-community relations per the NEAR Act	March 9, 2018	N/A
Updated MOU among CJCC Members	July 21, 2017	N/A
MOU with the Federal Bureau of Prisons (BOP) to obtain data on District offenders in BOP custody for the purpose of the Youth Rehabilitation Act analysis.	April 4, 2017	July 1, 2017
MOU between Department of Youth Rehabilitation Services (DYRS), Child and Family Services Agency (CFSA), Court Services and Offender Supervision Agency (CSOSA), Pretrial Services Agency (PSA), and CJCC to coordinate the provision of care for youth who are under the supervision of two or more of these agencies.	January 13, 2017	N/A
Updated MOAs and Interconnection Security Agreements (ISA) with authorized criminal justice agencies to facilitate information sharing through JUSTIS	Varies (December 13, 2016 – July 20, 2018)	N/A
MOU between Department of Behavioral Health (DBH), Department of Corrections (DOC), and CJCC to facilitate data sharing for the purpose of the Custodial Population Study.	October 1, 2016	September 30, 2017
Information sharing agreement with participants in the Mid-Atlantic Regional Information Sharing Initiative (MARIS), which include representatives from criminal justice agencies in Delaware, Maryland, and Pennsylvania.	December 10, 2014	N/A
MOU for Data Sharing Among Member Agencies of the Criminal Justice Coordinating Council	January 17, 2002	N/A

9. Please summarize and provide the status of all existing capital projects and those in the financial plan, including a brief description, the amount budgeted by fiscal year, actual dollars spent, and any remaining balances (by type of funds). In addition, please provide:
- An update on all capital projects concluded in FY17, FY18 and FY19, to date, including the amount budgeted, actual dollars spent, any remaining balances, and whether the project had an impact on the operating budget of the agency. If so, please provide an accounting of such impact.

**Response:** CJCC has no capital projects under its purview.



10. Please provide a list of all budget enhancement requests (including capital improvement needs) for FY18 and FY19, to date. For each, include a description of the need, the amount of funding requested, and whether the request was approved or denied.

**Response:**

Year	Description	Amount	Approved
2018	Local support for impact of COLAs on Federal Payment	50,000	✓
2018	JUSTIS System Upgrades	320,000	✓
2018	Statistician Position	141,000	✓
2018	Legal Consultation Services	77,000	✓
2018	Human Trafficking Data Collection	13,000	✓
2019	Funding for Police Community Survey	75,000	✓
2019	Local support for impact of COLAs on Federal Payment	54,000	✓
2019	JUSTIS System Upgrades	400,000	✓
2019	Public Affairs Specialist	85,000	✓
2019	Microsoft Premier	66,500	✓
2019	Research Products for the Youth Rehabilitation Act of 2018	1,500	✓

11. Please list, in chronological order, each reprogramming in FY18 and FY19, to date, that impacted the agency, including those that moved funds into the agency, out of the agency, and within the agency. For each reprogramming, list the date, amount, program and activity codes, rationale, and reprogramming number.

**Response:** There were no reprogrammings in FY 2018 and none in FY 2019 to date.

12. Please list each grant or sub-grant received or distributed by your agency in FY18 and FY19, to date. List the date, amount, source, purpose of the grant or sub-grant received or distributed, and amount expended.

- a. How many FTEs are dependent on grant funding at your agency? What are the terms of this funding? If it is set to expire, what plans, if any, are in place to continue funding the FTEs?

**Response:**

Grant/ Project Number	Description	Award Amount	Amount Expended	# of FTEs	Start Date	End Date
AJR16F	State Justice Statistics Program for Statistical Analysis Center	150,000	150,000	-	10/1/2017	9/30/2018
COM17N	Compliance Monitoring Subgrant with OVSJG	85,000	67,422	1.00	10/1/2017	9/30/2018

NCH17N	National Criminal History Program Subgrant with MPD	152,304	107,322	-	10/1/2017	9/30/2018
<b>2018 Total</b>		<b>387,304</b>	<b>324,744</b>	<b>1.00</b>		

13. Please list each contract, procurement, and lease, entered into, extended, and option years exercised by your agency during FY18 and FY19, to date. For each contract, please provide the following information, where applicable:

- The name of the contracting party;
- The nature of the contract, including the end product or service;
- The dollar amount of the contract, including amount budgeted and amount spent;
- The term of the contract;
- Whether the contract was competitively bid;
- The name of the agency's contract monitor and the results of any monitoring activity; and
- The funding source.

**Response:** *See Attachment D.*

14. Please list all pending lawsuits that name the agency as a party. Identify which cases on the list are lawsuits that potentially expose the District to significant financial liability or will result in a change in agency practices, and describe the current status of the litigation. Please provide the extent of each claim, regardless of its likelihood of success. For those identified, please include an explanation about the issues involved in each case.

**Response:** The agency is not a party to any pending lawsuits.

15. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY18 or FY19, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

**Response:** No settlements were entered into by the agency, or by the District on behalf of the agency, in FY18 or FY19, to date.

16. Please list the administrative complaints or grievances that the agency received in FY18 and FY19, to date, broken down by source. Please describe any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY18 or FY19, to date, describe the resolution.

**Response:** No administrative complaints or grievances were filed, received or resolved by the agency in FY18 or FY19, to date. In addition, no changes have been made to the agency's policies or procedures since no complaints or grievances were received.

17. Please list and describe any complaints or allegations of sexual harassment or other forms of sexual misconduct received by the agency in FY18 and FY19, to date, whether or not those complaints or allegations were resolved.

**Response:** No sexual harassment or misconduct allegations were received or investigated by the agency in FY18 or FY19, to date.

18. Please list and describe any ongoing investigations, audits or reports on or of the agency or any investigations, studies, audits or reports on the agency that were completed in FY18 and FY19, to date.

**Response:** In August 2018, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) conducted an audit to determine if the District of Columbia had an adequate system for monitoring compliance with the core requirements of the federal Juvenile Justice and Delinquency Prevention Act (JJDP). Both the CJCC, which employs the District's Juvenile Justice Compliance Monitor, and OVSJG, which is the state administering agency for JJDP Title II funding, were the subjects of the audit. To date, OJJDP has not provided the District with a written summary of its audit findings.

19. Please describe any spending pressures the agency experienced in FY18 and any anticipated spending pressures for the remainder of FY19. Include a description of the pressure and the estimated amount. If the spending pressure was in FY18, describe how it was resolved, and if the spending pressure is in FY19, describe any proposed solutions.

**Response:** There were no spending pressures in FY18 and none anticipated for the remainder of FY19. Please see the response to question #50 regarding the impact of a potential shutdown on the agency's budget.

20. Please provide a copy of the agency's FY18 performance plan. Please explain which performance plan objectives were completed in FY18 and whether they were completed on time and within budget. If they were not, please provide an explanation.

**Response:** *See Attachment E.*

CJCC identified four **Strategic Objectives** in its FY18 performance plan. The objectives are listed below, along with key metrics that we used to assess progress in achieving the objectives.

1. **Provide a reliable mechanism for electronic information sharing among local and federal criminal justice partners to enhance public safety in the District of Columbia**

- CJCC operates and maintains JUSTIS, which is the Integrated Justice Information System (IJIS) for the District of Columbia. JUSTIS is available 24 hours a day, 7 days a week, and enables authorized agencies

to contribute criminal justice information through an automated data feed. The information is made available to authorized viewing agencies through an information portal, as well as through a system-to-system exchange.

- At the completion of FY18:
  - More than 32 local and federal criminal justice agencies in the District contribute to and/or view information in JUSTIS
  - JUSTIS was available to users nearly 100% of the time
  - 97% of users reported that JUSTIS provides necessary and important information for carrying out their duties
  - Nearly 90% of users reported being satisfied with their JUSTIS experience and that they find JUSTIS to be user-friendly
  - 85% of users identified JUSTIS as a primary source of information for them

## **2. Facilitate collaboration among criminal justice and juvenile justice partners for efforts that require participation and input from multiple agencies.**

- During FY18, CJCC facilitated meetings across 21 committees and workgroups to address a range of system-wide criminal justice and juvenile justice issues with respect to Information Technology, Research and Analysis, Combating Violent Crime, Juvenile Justice, Substance Abuse and Mental Health, Adult Reentry, and Grants Planning. Key accomplishments of the committees and workgroups include:
  - Completion of key efforts to enhance automated information sharing, including the Arrest Feed Enhancement (AFE) and the Juvenile Papering Project (JPP)
  - Validating the use of Risk Terrain Modeling (RTM) to predict where certain types of crimes may occur
  - Establishing a MOA to facilitate movement of status offenders through the juvenile justice system to comply with the CYJAA
  - Supporting DOC in its efforts to secure Second Chance Act grant funding and develop the Strategic Framework for Reducing Recidivism in the District
  - Creation of the New Psychoactive Substances Controlled Substances Crosswalk, which is a searchable database listing the current scheduling of compounds under both federal and District law, as well as chemical names, street names, and common names of compounds to assist investigations and prosecutions.
- Based on survey responses, the chairs of the various committees all agreed that (1) collaboration is necessary to address the criminal justice and juvenile justice issues covered by their committee and (2) participation in and information sharing through the committee is important to their agencies' ability to address criminal and juvenile justice issues.

## **3. Conduct research and analysis to enhance data-driven and evidence-based decision-making among criminal justice and juvenile justice partners.**



CJCC is the home of the District's Statistical Analysis Center (SAC), which produces empirical research and analysis to inform and enhance criminal and juvenile justice policy making. During FY18, the SAC generated 31 research and analytical products and conducted 18 presentations to share the preliminary and final results of its analysis. A detailed listing of the analytical products is included in response to Question 23.

In addition, three of CJCC's analytical products, including those completed in prior fiscal years, had a direct impact on policy and legislative changes that were made during FY18. Specifically, the Youth Rehabilitation Act analysis (completed in FY17) helped to inform the Youth Rehabilitation Amendment Act of 2018. As a result of the Warrants Business Processing Analysis, D.C. Superior Court began providing probation violation revocation notifications to MPD, and the U.S. Parole Commission is expected to do the same. In addition, the Cluster Level Analysis of Gun Crime helped inform OAG's selection of locations on which to focus its Cure the Streets efforts.

**4. Provide training and technical assistance to assist partners in making informed decisions**

CJCC hosts a number of training and technical assistance events to inform justice, public health, and community partners and stakeholders on emerging criminal justice and juvenile justice issues in the District of Columbia and nationwide. In addition, CJCC monitors the District's compliance with federal juvenile justice laws and assists partner agencies with completing applications for local and federal grant funding.

During FY18, the CJCC convened 8 training and technical assistance sessions, where an average of 85% of participants reported that the session increased their knowledge about the subject matter and an average of 89% reported that they will be able to use the information they learned during the session. CJCC also convened two Public Meetings. The Spring Public meeting focused on Understanding the District's Sentencing Guidelines, and the Fall Public Meeting focused on Correctional Agencies' Efforts to Prepare Incarcerated Persons for Reentry. In addition, the Juvenile Justice Compliance Monitor conducted inspections of 19 facilities, and provided technical assistance for 12 facilities to help ensure compliance with federal requirements. Finally, CJCC was instrumental in helping agencies prepare three successful applications for federal grant funding: FY18 National Criminal History Improvement Program (NCHIP), FY18 Second Chance Act Statewide Adult Recidivism Reduction Strategic Plan Implementation Program, and the FY18 Project Safe Neighborhoods Grant.

Additionally, five **Strategic Initiatives** were identified in CJCC's FY18 performance plan. Below is the status of each initiative.

Five of the strategic initiatives have been completed, including:

- Justice Statistical Analysis Tool (JSAT) – Phase I, which included development of the Minimum Viable Product for JSAT and completion of the final draft of the JSAT MOA.
- Arrest Feed Enhancement Project, which significantly expanded the volume of arrest data shared in an automated fashion among criminal justice agencies through JUSTIS.
- Juvenile Papering Project, which automated the exchange of information between MPD, OAG, and the D.C. Superior Court to allow for greater efficiency in decisions about whether a juvenile case should be papered.
- Assessing the feasibility of Risk Terrain Modeling, which included conducting initial analysis using robbery data to determine if RTM analysis is feasible for the District. RTM is a method for predicting where crime will occur based on certain spatial factors.
- GunStat Revision, which included a reevaluation of: the criteria for selecting individuals to be included on the GunStat list; the types of interventions agencies implement to achieve the goal of deterrence and desistance; and ways to enhance the utility of the monthly GunStat meetings.

The remaining three strategic initiatives are still in progress:

- Warrant Exchange Project
  - Purpose: To automate the exchange of warrant-related information between MPD and D.C. Superior Court and enhance MPD's ability to submit warrant information to federal criminal justice databases.
  - Status: During FY18, partner agencies reached agreement on the specific warrant data elements and data format that would be shared among themselves and submitted to federal databases. The project team experienced some implementation delays as a result of partner agency personnel changes and competing priorities. During FY19, partner agencies initiated interagency testing of the various data exchange scenarios; however, testing was delayed due to the partial government shutdown, during which D.C. Superior Court was only authorized to conduct case-processing functions. Testing resumed after the shutdown ended.
- Mid-Atlantic Regional Information Sharing Initiative (MARIS) – Phase I
  - Purpose: CJCC will connect JUSTIS to the equivalent Integrated Justice Information Systems (IJIS) for Delaware, Maryland, and Pennsylvania to enable users to conduct searches on particular individuals to determine if they have been arrested, have an outstanding warrant, are under probation, or have any court involvement in any of the partnering jurisdictions. (Phase II will make details about the individual's justice-system involvement in each jurisdiction available to authorized users.)
  - Status: CJCC and two other jurisdictions have completed requirements for facilitating the searches. One jurisdiction is still in the process of establishing the search function.
- Data-Driven Justice: Identifying Super-Utilizers

- Purpose: To identify and provide services for super-utilizers—individuals with mental illness and substance abuse issues who repeatedly cycle through both the criminal justice and public health systems.
- Status: CJCC drafted a MOA to authorize the required information sharing and analysis to identify super-utilizers, but partner agencies were uncertain as to whether they are legally authorized to share information with one another. Specifically, there were questions as to whether arrest information can be shared with public health agencies, and if public health information be shared with criminal justice agencies. CJCC has sought a legal opinion from OAG.

21. Please provide a copy of your agency's FY19 performance plan as submitted to the Office of the City Administrator.

**Response:** *See Attachment F.*

22. Please describe any regulations promulgated by the agency in FY18 or FY19, to date, and the status of each.

**Response:** CJCC created a Voluntary Leave Transfer Program Policy that became effective November 28, 2017. To date, no employees have submitted a leave request.

CJCC also developed an internal records retention policy to comply with the document retention requirements of the District of Columbia, as well as National Institute of Standards in Technology (NIST) requirements (as applied to JUSTIS).

23. Please provide a list of all studies, research papers, reports, and analyses that the agency prepared or for which it contracted in FY18 and FY19, to date. Please state the status and purpose of each. Please submit a hard copy to the Committee if the study, research paper, report, or analysis is complete.

**Response:**

The following CJCC studies, research papers, reports and analyses were **completed during FY18 or FY19, to date:**

General Analysis

- Analyses conducted for the CJCC strategic planning meeting (For Official Use)
  - Purpose: To provide CJCC Principals with information on the level of activity at various stages of the District's criminal justice and juvenile justice systems to inform decision-making regarding FY18 priorities
  - Status: Completed December 2017
- Research Brief, Volume 2, Issue 1: Diversion and Deflection in the District of Columbia

- Purpose: To describe the history and different types of diversion and deflection programs nationwide, as well as specific efforts underway in the District.
- Status: Completed December 2017
- Human Trafficking in the District of Columbia (CY2016): An Overview
  - Purpose: As required by the Prohibition of Human Trafficking Amendment Act of 2010, this study was to determine the number and nature of human trafficking investigations, prosecutions and convictions in the District during calendar year 2016, and the number and characteristics of human trafficking offenders and victims.
  - Status: Completed February 2018

#### Combating Violent Crime Analysis

- Risk Terrain Modeling (Robbery - 2018) (For Official Use)
  - Purpose: To predict where robberies will take place based on mathematical relationships between the occurrence of a particular type of crime and the presence of certain spatial factors (e.g., bars, parks, liquor stores, schools, etc.)
  - Status: Completed March 2018
- A Comparative Case Study on Deceased GunStat Members (For Official Use)
  - Purpose: To use administrative data to examine any commonalities among the 8 GunStat members who were the victims of homicide.
  - Status: Completed August 2018
- Cluster-Level Analysis (2011 – 2017) (For Official Use)
  - Purpose: To inform the CVC Committee about trends in gun crimes (i.e., homicides, assaults with a dangerous weapon (ADW), and robberies) within the District's 39 Neighborhood Clusters.
  - Status: 2011-2017 Analysis: Completed January 2018
- Cluster-Level Analysis (2011 – 2018) (For Official Use)
  - Purpose: To inform the CVC Committee about trends in gun crimes (i.e., homicides, assaults with a dangerous weapon (ADW), and robberies) within the District's 39 Neighborhood Clusters.
  - Status: Completed December 2018
- 2011-2018 Homicide, ADW, and Robbery Trends in the District (For Official Use)
  - Purpose: To provide the CVC Committee with foundational knowledge about multi-year trends in gun crime. The analysis revealed that despite years of lower violent crime numbers, the percentage of violent crime conducted with a gun was steadily increasing.
  - Status: Completed November 2018
- Warrants Business Processing Analysis
  - Purpose: To evaluate the process by which probation, supervised release, and parole revocation warrants are issued and how MPD is notified of these warrants, and identify opportunities to address gaps and increase efficiency.
  - Status: Completed June 2018

#### Juvenile Justice Analysis



- Juvenile Justice Data Committee Monthly Reports (For Official Use per Administrative Order 17-04)
  - Purpose: To identify trends in the level of activity at the front end of the juvenile justice system (i.e., arrest/diversion through petitioning) to help inform agency decisions regarding secure detention and Disproportionate Minority Contact (DMC). During FY19, the committee began reviewing trends throughout the entire juvenile justice system.
  - Status: Reports generated on a monthly basis
- Every Day Counts! Data Committee Quarterly Reports
  - Purpose: To determine trends in truancy and chronic absenteeism at DC Public Schools and Public Charter Schools, as well as truancy referrals made to CFSA, CSSD, and OAG
  - Status: Three quarterly reports and one end-of-year report were generated during FY18
- Juvenile Recidivism Study (2015 Cohort)
  - Purpose: To determine the recidivism rate (i.e., new arrest, new court filing, new conviction) of juveniles who completed an intervention (i.e., ACE diversion, probation, commitment) during 2015.
  - Status: Completed March 2018
- Analysis of Runaway Youth and PINS Absconders
  - Purpose: To determine the demographic characteristics and current involvement in the juvenile, public health, and neglect systems for youth who were reported missing and PINS youth who absconded from their placements
  - Status: Completed October 2018
- Research Brief, Volume 3, Issue 1: Runaway Youth as Status Offenders
  - Purpose: To provide an overview of how runaway youth in the District become involved in the juvenile justice system and identify best practices for serving runaway and at-risk youth.
  - Status: Completed December 2018
- Juvenile Justice Compliance Monitoring Report (for FY17)
  - Purpose: To determine the extent to which the District complied with the core requirements of the Juvenile Justice and Delinquency Prevention Act (JJDP) in order to qualify for federal Title II grant funding.
  - Completed: May 2018 (and update submitted in October 2018)

#### Substance Abuse and Mental Health Analysis

- D.C. Criminal Justice System and Behavioral Health Services: Gaps and opportunities for Improvement
  - Purpose: To identify current gaps and opportunities with respect to sharing mental health and substance abuse information on justice-involved persons.
  - Status: Completed December 2018

#### Adult Reentry Analysis

- Ten-Year Estimate of Justice-Involved Individuals in the District of Columbia
  - Purpose: To estimate the number of District residents who had been involved in the justice system during a 10-year period.

- Status: Completed September 2018
- One-Day Estimate of Justice System-Involved Individuals within the District of Columbia (2017)
  - Purpose: To estimate the number of District residents who were involved in the justice system on a given day in 2017.
  - Status: Completed September 2018

#### Grants Planning Analysis

- FY17 Federally Funded Public Safety Formula and Discretionary Awards
  - Purpose: To monitor the number, types and amounts of Department of Justice grants awarded to District government and non-profit agencies working to improve public safety.
  - Status: Completed December 2017
- FY18 Federally Funded Public Safety Formula and Discretionary Awards
  - Purpose: To monitor the number, types and amounts of Department of Justice grants awarded to District government and non-profit agencies working to improve public safety.
  - Status: Completed December 2018

The following CJCC studies, research papers, reports and analyses are **pending during FY19**, to date:

#### General Analysis

- Human Trafficking in the District of Columbia (CY2017)
  - Purpose: As required by the Prohibition of Human Trafficking Amendment Act of 2010, this study was to determine the number and nature of human trafficking investigations, prosecutions and convictions in the District during calendar year 2017, and the number and characteristics of human trafficking offenders and victims.
  - Status: Expected completion date: February 2019
- Police Community Survey
  - Purpose: As required by the Neighborhood Engagement Achieves Results (NEAR) Act, this study aims to obtain the perspectives of District residents on police agencies in the District.
  - Status: Expected completion date: March 2019
- Research Brief, Volume 3, Issue 2: Sealings and Expungements in the District
  - Purpose: To describe the processes by which cases are sealed and expunged in the District and the number of sealing and expungement requests that were granted and denied.
  - Status: TBD. Awaiting data from DCSC on sealings and expungements.

#### Combating Violent Crime Analysis

- Risk Terrain Modeling (Robbery - 2019)
  - Purpose: To predict where robberies will take place based on mathematical relationships between the occurrence of a particular type of crime and the presence of certain spatial factors (e.g., bars, parks, liquor stores, schools, etc.)

- Status: TBD. Awaiting receipt of Q4 2018 robbery data from MPD.
- 2017 and 2018 GunStat Member Recidivism Measure
  - Purpose: To examine the re-arrest, re-conviction and re-incarceration trends of individuals on the GunStat list.
  - Status: Expected completion date: March 2019

#### Juvenile Justice Analysis

- Juvenile Justice Data Committee Monthly Reports (For Official Use per Administrative Order 17-04)
  - Purpose: To identify trends in the level of activity throughout the juvenile justice system (i.e., arrest/diversion through probation/commitment) to help inform agency decisions regarding secure detention and Disproportionate Minority Contact (DMC), among other things.
  - Status: Reports generated on a monthly basis
- Every Day Counts! Data Committee Quarterly Reports
  - Purpose: To determine trends in truancy and chronic absenteeism at DC Public Schools and Public Charter Schools, as well as truancy referrals made to CFSA, CSSD, and OAG
  - Status: School Year 2018-2019 Q1 report completed in December 2019. Q2, Q3, and end-of-year report to be completed during FY19.
- Juvenile Recidivism (2015 and 2016 Cohorts)
  - Purpose: To determine the recidivism rate of juveniles who completed an intervention (i.e., ACE diversion, probation, commitment) during 2015 and 2016.
  - Status: Expected completion date: February 2019
- Description of Restorative Justice Efforts in the District of Columbia
  - Purpose: To provide members of the Restorative Justice Workgroup with a clearer understanding of the various Restorative Justice efforts underway in youth-serving agencies in the District – CSSD, DCPS, DYRS, OAG, and OSSE
  - Status: Expected completion date: February 2019
- Juvenile Justice Compliance Monitoring Report (for FY18)
  - Purpose: To determine the extent to which the District complied with the core requirements of the Juvenile Justice and Delinquency Prevention Act (JJDP Act) in order to qualify for federal Title II grant funding.
  - Completed: Expected completion date: March 2019
- Root Causes of Juvenile Crime
  - Purpose: As required by the Comprehensive Youth Justice Amendment Act (CYJAA), this report will present the results of a voluntary survey of currently committed and incarcerated youth will and examine the root causes leading to juvenile justice system involvement, including the prevalence and impact of adverse childhood experiences.
  - Status: Expected completion date: Summer 2019 (awaiting resolution of data sharing challenges)

24. Please separately list each employee whose salary was \$100,000 or more in FY18 and FY19, to date. Provide the name, position number, position title, program, activity, salary, and fringe. In addition, state the amount of any overtime or bonus pay received by each employee on the list.

**Response:**

Title	Name	Posn Nbr	Grade	Step	Salary	Fringe	Program	Activity	Type	Length of Service
Policy Analyst	Munir, Khalil	00006387	13	10	109,710	21,503	2120	2120	Reg	4.9 years
Special Asst	Jackson, Robin Y	00024737	7	0	128,096	25,107	2110	2110	Reg	14.0 years
Statistician	Sfecla, Ellen	00032347	14	8	123,200	24,147	1110	1110	Reg	3.5 years
Info Tech Spec	Chaudhry, Imran	00036326	9	0	123,216	24,150	3110	3110	Reg	13.8 years
Policy And Research Analyst	Marimon, David	00039221	14	4	110,308	21,620	1010	1010	Reg	3.7 years
Executive Director	Butler, Mannone A	00040860	11	0	182,099	35,691	2010	2010	Reg	12.5 years
It Spec. (Applic. Software)	Hussain, Safdar	00046511	7	0	110,784	21,714	3110	3110	Reg	4.9 years
It Spec. (Enterprise Arch.)	Khan, Mohammad H	00046539	7	0	120,851	23,687	3110	3110	Reg	8.6 years
Deputy Executive Director	Love, Kristy	00063470	9	0	152,337	29,858	2120	2120	Reg	1.6 years
Policy And Research Analyst	Robinson, Charles	00088679	14	3	107,085	20,989	1010	1010	Reg	11.3 years
Statistician (Social Science)	Sill, Kaitlyn L	00093790	14	5	113,531	22,252	1110	1110	Reg	1.1 years

See the response to Question 26 for information on employees who received bonus or special pay.

25. Please list in descending order the top 25 overtime earners in your agency in FY18 and FY19, to date, if applicable. For each, state the employee's name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned.

**Response:** No CJCC employees received overtime in FY18 and FY19, to date.

26. For FY18 and FY19, to date, please provide a list of employee bonuses or special pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

**Response:** Effective October 1, 2018, Mohammad Khan, CJCC's Enterprise Architect, began receiving an additional income allowance of \$11,503.00 for his superior service.



Effective October 1, 2019, Mohammad Khan, CJCC's Enterprise Architect, began receiving an additional income allowance of \$12,085.05 for his superior service.

27. Please provide each collective bargaining agreement that is currently in effect, **and differs from that submitted last year**, for agency employees. Please include the bargaining unit and the duration of each agreement. Please note if the agency is currently in bargaining and its anticipated completion.

**Response:** There are no CJCC employees covered by a collective bargaining agreement.

28. If there are any boards, commissions associated with your agency, please provide a chart listing the names, confirmation dates, terms, wards of residence, and attendance of each member. Include any vacancies.

**Response:** There are no boards or commissions associated with the CJCC.

29. Please list all reports or reporting currently required of the agency in the District of Columbia Code or Municipal Regulations. Provide a description of whether the agency is in compliance with these requirements, and if not, why not (e.g. the purpose behind the requirement is moot, etc.).

**Response:**

The "Criminal Justice Coordinating Council Restructuring Act of 2002" (Pub. L. No. 107-180; May 20, 2002) requires CJCC to submit an annual report to the President, Congress and each CJCC member no later than sixty (60) days after the end of each calendar year. The agency is currently in compliance with the requirement.

The "Criminal Justice Coordinating Council for the District of Columbia Establishment Act of 2001" (D.C. Law 14-28; D.C. Official Code § 22-4231) requires CJCC to report, on an annual basis, on the status and progress of the goals and objectives referenced in the Act, including any recommendations made by the CJCC and its subcommittees to the membership of the CJCC, the public, the Mayor, and the Council. The report shall be submitted 90 days after the end of each fiscal year and shall be the subject of a public hearing before the Council during the annual budget process. The CJCC complies with the intent of this requirement, along with the aforementioned Congressional requirement for reporting, by submitting the annual report following the completion of each calendar year.

The Prohibition Against Human Trafficking Amendment Act of 2010 (Law 18-239; effective October 23, 2010) requires that a report on human trafficking-related investigations, arrests, prosecutions and convictions in the District of Columbia, as well as demographic information on human trafficking offenders and victims, be published at least every thirty-six (36) months. In 2017, CJCC was formally enlisted to prepare the report. CJCC provided the initial report to the DC Council in February 2018. [See District of Columbia Official Code §22-1841.]

The Neighborhood Engagement Achieves Results (NEAR) Act of 2015 (D.C. Law 21-356) requires the CJCC to conduct a public opinion survey of police-community relations in the District of Columbia and submit an analysis of the results in a report to the Mayor and the Council by January 31, 2017. The CJCC obtained intra-District funding from the Deputy Mayor for Public Safety and Justice (DMPSJ) in fiscal year 2018 to conduct the survey. The CJCC promptly procured a contractor to conduct the survey and prepare the analysis and final report, which will be provided to the Mayor and Council in March 2019.

The Comprehensive Youth Justice Amendment Act of 2016 (Law 21-238; effective April 4, 2017) requires the agency to submit an annual report to the Council every two (2) years by October 1<sup>st</sup> regarding the root causes leading to the incarceration of current committed and incarcerated youth, including a voluntary survey of all current committed and incarcerated youth and any self-reported adverse childhood experiences. [See District of Columbia Official Code § 22-4234 (b-2) and (b-3).] The CJCC has conducted the requisite survey, collected additional qualitative data and most of the quantitative data that will enable CJCC to generate a statistical model of the root causes of juvenile justice involvement. However, CJCC is seeking legislative relief to authorize partner agencies to share the remaining quantitative data necessary for the statistical model.

The Youth Rehabilitation Amendment Act of 2018 (D.C. Law 22-0197) requires the CJCC, starting on October 1, 2022, and every 2 years thereafter, to analyze and submit to the Mayor and Council a report on the following: (1) the number of cases and persons eligible for and who received sentencing and set asides per the Act; (2) factors that affected the likelihood of receiving a sentence per the Act; (3) the extent to which cases eligible for a sentence per the Act were subject to mandatory minimum terms; (4) comparison of the types and lengths of cases that were and were not sentenced under the Act; (5) the factors that affected the likelihood that those sentenced under the Act would have their convictions set aside; (6) a comparison of the recidivism of those who were sentenced under the Act and did and did not have their convictions set aside; (7) a comparison of recidivism of similarly situated persons who were and were not convicted under the Act; and (8) the impact of programming provided to youth offenders under the Act. CJCC will begin data collection for the first iteration of this student during FY20.

### Agency Operations

30. Please describe any initiatives that the agency implemented in FY18 or FY19, to date, to improve the internal operations of the agency or the interaction of the agency with outside parties. Please describe the results, or expected results, of each initiative.

**Response:** During FY18, CJCC finalized its Records Retention Policy, which comports with both the District and Federal General Records Schedules, and supports the agency's efforts to ensure that the operation of JUSTIS complies with the Federal Information

Security Modernization Act (FISMA) and National Institute of Standards and Technology (NIST) requirements.

CJCC also developed policies and procedures to ensure compliance with the Privacy Rule of the Health Insurance Portability and Accountability Act (HIPAA). This positions the agency to obtain individual-level public health information to help provide treatment for justice-involved persons with mental health and substance abuse issues and to determine the intersection between behavioral health challenges and justice system involvement.

31. What are the agency's top five priorities? Please explain how the agency expects to address these priorities in FY19. How did the agency address its top priorities listed for this question last year?

**Response:** The CJCC Principals identified the following strategic goals for the District's criminal justice system for 2018-2020: Prevent and Reduce Violent Crime; Limit Criminal and Juvenile Justice Exposure; and Improve the Quality and Availability of Timely Information and Data. These were CJCC's top priorities for FY18 and they continue to be the top priorities for FY19. Also, for FY19, the CJCC Principals have identified a focus goal of reducing shootings in the District. CJCC supports the Principals and their respective agencies in their efforts to achieve these goals through the provision or facilitation of automated information sharing, conducting research and analysis, facilitating interagency collaboration, and providing training and technical assistance.

32. Please list each new program implemented by the agency during FY18 and FY19, to date. For each initiative, please provide:

- a. A description of the initiative;
- b. The funding required to implement the initiative; and
- c. Any documented results of the initiative.

**Response:** There were no new programs implemented during FY18 and FY19, to date.

33. What are the top metrics regularly used by the agency to evaluate its operations? Please be specific about which data points are monitored by the agency.

**Response:** CJCC identified the following key workload measures and KPIs to evaluate the agency's performance during FY19.

#### **Automated Information Sharing through JUSTIS**

##### Workload Measures

- Number of JUSTIS training sessions conducted
- Number of JUSTIS audits conducted
- Number of security-related information sessions conducted

##### KPIs

- Percent of users who reported being satisfied with their JUSTIS experience

- Percent of users who find JUSTIS to be user-friendly
- Percent of time JUSTIS is available to users
- Percent of users who reported that JUSTIS provides necessary and important information for carrying out roles and responsibilities
- Percent of users who reported that JUSTIS is a primary source of information for them

### **Interagency Collaboration**

#### **Workload Measures**

- Average number of agencies that participated in committee and workgroup meetings
- Number of analytical products generated to inform the efforts of the committees and workgroups
- Number of multi-agency efforts supported by committees and workgroups
- Average number of hits per month on the Resource Locator
- Average number of hits per month on the New Psychoactive Substances (NPS) Database

#### **KPIs**

- Percent of CJCC committee chairs who agree that collaboration is necessary to address the criminal and juvenile justice system issues covered by their committee
- Percent of CJCC committee chairs who agree that participation in and information sharing through the committee is important to their agencies' ability to address particular criminal or juvenile justice issues

### **Research and Analysis**

#### **Workload Measures**

- Number of analytical products completed to help inform efforts across CJCC priority areas
- Number of research and analytical reports completed at the request of the Mayor, DC Council or other CJCC Partners
- Number of briefings and presentations CJCC provided to partner agencies and other stakeholders pertaining to the research and analytical reports

#### **KPIs**

- Number of research and analytical reports that informed policies or practices

### **Training and Technical Assistance**

#### **Workload Measures**

- Number of training and technical assistance sessions conducted (Tracked internally)
- Average number of people who participated in training and technical assistance events
- Number of District agency grant applications that CJCC reviewed or helped to prepare
- Number of Justice Statistical Analysis Tool (JSAT) training sessions conducted
- Number of Public Meetings held
- Average number of people who attended the Public Meetings

- Number of juvenile facilities visited by the Compliance Monitor
- Number of juvenile facilities for which the Compliance Monitor provided technical assistance

#### KPIs

- Percent of participants who reported that participation in the training/technical assistance session increased their knowledge about a particular criminal or juvenile justice issues
- Percent of participants who stated they will be able to use the information they learned during the training/technical assistance session

34. Please list any task forces and organizations of which the agency is a member.

#### **Response:**

CJCC participates in the following task forces and workgroups:

- Every Day Counts! Task Force
- Juvenile Justice Advisory Group
- Opioid Task Force
- Grants Management Council (OCA)
- CIO Monthly Roundtable (OCTO)
- D.C. Epidemiological Outcomes Workgroup
- R User Group (OCTO)
- Privacy Group (OCTO)

CJCC is a member of the following associations:

- Justice Research and Statistics Association (JRSA)
- National Criminal Justice Association (NCJA)
- National Association for Justice Information Systems (NAJIS)

35. Please explain the impact on your agency of any legislation passed at the federal level during FY18 and FY19, to date, which significantly affected agency operations.

#### **Response:**

H.R. 648: Further Additional Continuing Appropriations Act, 2019 was passed on January 23, 2019, which provides continuing appropriations through the earlier of February 15, 2019, or the enactment of the applicable appropriations legislation, to several federal and federally-funded agencies, including the CJCC, whose existing Continuing Resolution funding had expired on December 21, 2018. The federal portion of the CJCC's budget is appropriated through the Financial Services and General Government spending bill, which is one of seven FY19 spending bills that have not yet been enacted.

The Juvenile Justice Reform Act of 2018 was enacted in December 2018. The Act amended the Juvenile Justice and Delinquency Prevention Act of 1974 (JJDP Act) and modified requirements for information that must be included in states' juvenile justice



and delinquency prevention state plans; modified the core requirements that states must meet to qualify to receive funding under the JJDP; and now requires that states have an effective (previously adequate) system of monitoring compliance with the core requirements. The CJCC employs the District's Juvenile Justice Compliance Monitor, who is responsible for drafting the District's plan for reducing Disproportionate Minority Contact (DMC) and for ensuring the District is compliant with the core requirements of the JJDP. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) is in the process of generating guidance for compliance monitors related to the revisions. The revisions take effect October 1, 2019.

36. Please identify all electronic databases maintained by your agency, including the following:

a. A detailed description of the information tracked within each system.

**Response:** CJCC maintains the Justice Information System ("JUSTIS"), which has been designated as the District of Columbia's Integrated Justice Information System ("IJIS"). JUSTIS relies upon the voluntary contribution of information via data sets provided by CJCC partner agencies. These data sets include the following types of information: arrest, incarceration, prosecution, supervision, pretrial, court and motor vehicle.

CJCC also continues to develop the Justice Statistical Analysis Tool (JSAT), which is intended to automate and enhance criminal justice information sharing in the District for the purpose of research and analysis and to enhance justice system agencies' and the public's knowledge, as appropriate, of the state of the District's criminal and juvenile justice systems. The JSAT platform is divided into two segments—the JSAT Enterprise, which will only be available to authorized users at criminal justice agencies in the District, and the JSAT Public Portal, which will be available to the general public. The JSAT Enterprise and JSAT Public Portal will both include the following three components:

- Justice System At-a-Glance, which will include year-to-date or point-in-time data on number of arrests, filings, convictions, persons under supervision, and persons incarcerated in the District's criminal and juvenile justice system;
- Vital Statistics Analysis (formerly CJCC's Public Safety and Justice Report), which will include an analysis of the level of activity and trends at each stage of the District's criminal justice and juvenile justice processes, from arrest through post-sentencing; and
- Research and Analytical Products, which will be a catalogue of completed research and analytical products generated by the CJCC and the research and analytical division of the District's justice system agencies.

The JSAT Enterprise will also include two additional components:

- System-wide Indicators of Success, which will include analysis of the progress that has been made towards achieving the system-wide goals established by the CJCC Principals.

- Record-Level De-identified Data, which will include individual level data, excluding personally identifiable information, on persons involved in the District's criminal and juvenile justice systems.

- b. The age of the system and any discussion of substantial upgrades that have been made or are planned to the system.

**Response:** The JUSTIS system has been in production for 19 years. The JUSTIS system hardware and software were last replaced/refreshed in 2012, and have once again reached its end of life. As a result, vendor/manufacture support is no longer available.

CJCC has planned and prepared for the JUSTIS system refresh for the last three years, and has completed contracting and procurement activities associated with acquiring new hardware and software. The refresh of the Information Portal component of the system (which allows near-real time information from multiple agencies to be viewed within a single screen) was completed in January 2019. The delivery of the remaining hardware required to refresh the System Exchange component of the system is expected to occur by late February 2019. This hardware supports the JUSTIS functionality which provides authorized agencies to receive near-real time data feeds via JUSTIS (which agencies can incorporate within their internal case management systems). CJCC expects this upgrade to be completed by late Spring 2019.

With respect to JSAT, the Minimum Viable Product was deployed in September 2018. Selected partner agencies (i.e., those that have previously provided Vital Statistics/Public Safety and Justice Data to CJCC) are in the process of conducting agency acceptance testing and will provide feedback on the system. CJCC, in collaboration with the contractor, will make modifications to the system, as necessary. CJCC also continues to work with the contractor in developing visualizations and access control protocols, among other things, for the JSAT Platform.

37. Please provide a detailed description of any new technology acquired in FY18 and FY19, to date, including the cost, where it is used, and what it does. Please explain if there have been any issues with implementation.

**Response:**

JUSTIS

New technology acquisitions in FY18 and FY19, to date, have been related to the JUSTIS system refresh. The acquisitions include: DELL PowerEdge servers; a DELL Storage Array; Brocade fiber switches; licenses for a Microsoft BizTalk Enterprise Server; and a Microsoft External Connector. The DELL servers, DELL Storage Array and Brocade fiber switches were purchased to replace the hardware that has reached end-of-life. The BizTalk Enterprise server licenses were purchased to upgrade the software which also has reached end-of-life. The Microsoft External Connector licenses ensure that CJCC is in compliance with Microsoft's licensing model.

The cost for the hardware purchased in FY 2018 and FY 2019, to date: \$171,862.45.

The cost for the software purchased in FY 2018 and FY 2019, to date: \$286,812.00.

#### JSAT

The Justice Statistical Analysis Tool (JSAT), is a new technology system that permits the CJCC's Statistical Analysis Center (SAC) and justice system analysts to conduct research and analysis in response to requests.

New technology acquisitions in FY18 and FY19, to date, for JSAT, includes the following: DELL PowerEdge server, licenses for Microsoft Windows server, Microsoft SQL server, and WS FTP Secure Server. The DELL server, Microsoft Windows Server and Microsoft SQL Server licenses were purchased to provide the required infrastructure for the Justice Statistical Analysis Tool to serve as a repository for descriptive analytics of the District's criminal justice system and prior research and analytical products generated by CJCC and other justice system agencies (JSAs). The WS FTP Secure Server will enable CJCC's justice system agency partners to send their data to JSAT.

The cost for the hardware purchased in FY 2018 and FY 2019, to date: \$17,273.55

The cost for the software purchased in FY 2018 and FY 2019, to date: \$ 45,407.07

#### CJCC Agency

CJCC staff utilize their assigned desktop computers and laptops to perform their professional functions. The agency's file and Share Point servers are utilized by CJCC staff to create and maintain documents as part of their professional responsibilities.

New technology acquisitions in FY18 and FY19, to date, for the agency includes the following: DELL PowerEdge Servers, DELL OptiPlex computers and DELL Latitude laptops. The DELL servers, computers and laptops were purchased to replace the hardware that had reached end-of-life.

The cost for the hardware purchased in FY 2018 and FY 2019, to date: \$49,648.03

38. Please explain the current criminal justice information-sharing process between local and federal partners.

- a. What have been the challenges associated with system-wide information sharing in FY18 and FY19, to date?

**Response:** CJCC maintains the JUSTIS system, which enables information sharing among Federal and District government partners and the judiciary with respect to arrest, incarceration, prosecution, supervision, pretrial, court and motor vehicle information. Agencies sign MOAs to view and contribute information to JUSTIS, and contributing agencies determine which partner agencies may access their data through JUSTIS. The

CJCC interacts with its partners on an ongoing basis to identify their current and future information needs and then plans initiatives accordingly. Most of the initiatives result in the planning and execution of multi-agency information sharing projects. Some of the most common challenges faced in this process include the following:

- Ensuring that each partner agency identifies individuals who are empowered to make key decisions on its behalf and, if there is any turnover within the agency that the necessary transfer of knowledge occurs internally.
  - Involving all relevant parties from the beginning of a project to make fully informed decisions regarding what each partner is capable of committing to within the project.
  - Attaining agreement among all involved partner agencies on the actual scope of a given information sharing project.
  - Ensuring that each partner agency provides a commitment to allocate the resources and personnel required to successfully complete the project within the agreed upon timeframe.
- b. How did CJCC work with local and federal partners in FY18 and FY19, to date, to address these challenges and increase interagency planning and collaboration?

**Response:** CJCC employs a common project management methodology when implementing technology-based information sharing initiatives. This consists of formulating multi-agency project teams and ensuring that each agency identifies its key business and technical personnel who will participate in the implementation process.

During FY18 and FY19 to date, the following initiatives were completed:

- The Arrest Feed Enhancement (AFE) project which increased the number of data fields that are made available to authorized agencies.
- The Juvenile Papering Project (JPP) that automated the processing of delinquent arrests among agency partners.
- The Mugshot Feed Project that allows authorized agencies to either view MPD mugshots within the JUSTIS Information Portal, or receive the images via System Exchange for incorporation within their respective case management systems.
- The data feed to JUSTIS from the Department of Youth Rehabilitation Services (DYRS) was also re-established. It allows authorized users to view juvenile information within the Information Portal.
- Phase 1 of the Mid-Atlantic Regional Information Sharing (MARIS) initiative connecting JUSTIS to the respective IJIS systems of Delaware, Maryland and

Pennsylvania. Phase 1 allows JUSTIS users to determine if individuals have arrest, court, warrant or probation/parole records within any of the other three jurisdictions' systems.

During FY18 and FY19 to date, CJCC also worked with partner agencies on the Warrant Exchange Project (WEP). This project will automate the process of warrant-related information being transmitted among agency partners, and ultimately, onto Federal entities.

39. Please list all of the local and federal agency partners from whom your agency collected data in FY17, FY18 and FY19, to date. For each agency, please detail:

- a. The categories of data that CJCC collected from the agency;
- b. The frequency with which CJCC collected that category of data (i.e., one-time, weekly, monthly, etc.);
- c. The reason why CJCC collected that category of data from the agency;
- d. The titles of reports, evaluations, analyses, white papers, or briefs created by CJCC using the data requested; and
- e. A summary of any data requests that were made but not obtained, as well as why they were not obtained.

**Response:** During FY17, FY18, and FY19, to date, CJCC has requested data and information from 13 District agencies and 10 federal agencies in order to conduct its research and analysis. Each of those agencies is listed below, along with the type of data requested and the research and analytical products for which the data was used.

#### District Agencies

##### Child and Family Services Agency (CFSA)

- FY17
  - Every Day Counts! Data Report - quarterly and year end data on referrals for child neglect
- FY18
  - Human Trafficking in the District of Columbia: An Analysis (CY2016) – data on youth determined to be at risk of Commercial Sexual Exploitation of Children (CSEC)
  - Every Day Counts! Data Report - quarterly and year end data on referrals for child neglect
- FY19
  - Every Day Counts! Data Report - quarterly and year end data on referrals for child neglect
  - Human Trafficking in the District of Columbia: An Analysis (CY2017) – data on youth determined to be at risk of CSEC
  - Root Causes of Juvenile Crime - maltreatment data on all clients with substantiated or inconclusive allegations of abuse or neglect and family assessments



#### Department of Behavioral Health (DBH)

- FY17
  - A Study on the District's Custodial Population – information on individuals incarcerated during FY15 for whom DBH provided treatment – information on behavioral health needs and profiles for individuals in DOC custody

#### Department of Corrections (DOC)

- FY17
  - A Study on the District's Custodial Population – information on individuals incarcerated at DOC during FY15
  - The District's Youth Rehabilitation Act: An Analysis - data on federal identifiers, incarcerations, dates, and discharge information
  - Automation of Public Safety and Justice in the District of Columbia (FY 2016-2017) – incarcerated population data
- FY18
  - The District's Justice Involved Population - data on unique releases and unique persons released to the community in the last 10 years with status of release
  - The District's Criminal and Juvenile Justice Trends (2009-2017) - data on incarcerated population
  - Juvenile Justice Compliance Monitoring – data on Title 16 youth in custody during FY17
  - Automation of Public Safety and Justice in the District of Columbia (FY 2017-2018) – incarcerated population data
- FY19
  - Juvenile Justice Compliance Monitoring – data on Title 16 youth in custody during FY18

#### Department of Health Care Finance (DHCF)

- FY19
  - Root Causes of Juvenile Crime – Medicaid enrollment and claims data

#### Department of Human Services (DHS)

- FY18
  - Research in Brief, Volume 2: Issue 1 – Diversion and Deflection Programs - information on diversion programs
  - Juvenile Recidivism Analysis (2015 cohort) – data on juveniles who participated in the ACE program
  - Juvenile Justice Monthly Data Reports – data on juveniles diverted to the ACE program
- FY19
  - Analysis of Runaway Youth and PINS Absconders – data on whether Runaway Youth and PINS Absconders were currently receiving services from DHS, DBH, CFSA, DYRS, and CSSD

- Juvenile Recidivism Analysis (2015 and 2016 cohorts) – data on juveniles who participated in the ACE program
- Juvenile Justice Monthly Data Reports – data on juveniles diverted to the ACE program
- Restorative Justice Workgroup Report – information on the agency’s restorative justice program and practices

#### Department of Youth Rehabilitation Services (DYRS)

- FY17
  - The District’s Youth Rehabilitation Act: An Analysis - data on commitment start and end dates
  - Juvenile Justice Monthly Data Reports - monthly data on detention and shelter populations
  - Automation of Public Safety and Justice in the District of Columbia (FY 2016-2017) – data on detained and committed populations
- FY18
  - Human Trafficking in the District of Columbia: An Analysis (CY2016) – data on youth determined to be at risk of Commercial Sexual Exploitation of Children (CSEC)
  - The District’s Criminal and Juvenile Justice Trends (2009-2017) - data on juvenile commitments
  - Juvenile Recidivism Analysis (2015 cohort) - custody population data
  - Root Causes of Juvenile Crime - juvenile social file data on a sample of committed youth
  - Juvenile Justice Compliance Monitoring – data on Youth Services Center and New Beginnings admissions for FY17
  - Automation of Public Safety and Justice in the District of Columbia (FY 2017-2018) – data on detained and committed populations
- FY19
  - Analysis of Runaway Youth and PINS Absconders – data on youth in DYRS custody who absconded from their placements
  - Juvenile Justice Monthly Data Reports – monthly data on Youth Services Center and New Beginnings admissions and releases and non-detained committed population
  - Juvenile Justice Compliance Monitoring – data on Youth Services Center and New Beginnings admissions for FY18
  - Juvenile Recidivism Analysis (2015 and 2016 cohorts) - custody population data
  - Restorative Justice Workgroup Report – information on the agency’s restorative justice program and practices

#### District of Columbia Public Schools (DCPS)

- FY17
  - Truancy Prosecution Impact Study – truancy data
  - Every Day Counts! Data Reports – quarterly and year end data on truancy and in-seat attendance

- FY18
  - Every Day Counts! Data Reports – quarterly and year end data on truancy and in-seat attendance
- FY19
  - Every Day Counts! Data Reports – quarterly and year end data on truancy and in-seat attendance
  - Restorative Justice Workgroup Report – information on the agency’s restorative justice program and practices

#### Metropolitan Police Department (MPD)

- FY17
  - The District’s Youth Rehabilitation Act: An Analysis – data on juvenile arrests with offense information and dates, adult arrests with offense information and dates
  - Violent Crime Dashboard 2010-2016 – data from publicly available source (DC Crime Map) on number, type, and location of crimes in the District, annually
  - Gun Crime Trends 2011-2016: A Cluster Level Analysis – data from publicly available source (DC Crime Map) on number, type, and location of crimes in the District, annually
  - Juvenile Justice Monthly Data Reports – monthly data on diversion
  - Automation of Public Safety and Justice in the District of Columbia (FY 2016-2017) – crime and arrest data
- FY18
  - Human Trafficking in the District of Columbia: An Analysis (CY2016) – data on human trafficking investigations, arrests, offenders, and victims
  - The District’s Justice Involved Population – data on unique persons arrested in 10 years with PDID and DC residents, annual counts, averages
  - Understanding Where Defendants Live vs. Offend: A Spatial Analysis of Solved Gun Crimes 2010-2016) – information on location of event, location of arrest, and home address of suspect for all homicides, robberies, and assaults with a dangerous weapon (ADW) that occurred during the time period
  - The District’s Criminal and Juvenile Justice Trends (2009-2017) – data on reported crimes, adult and juvenile arrests, and juvenile diversions
  - Juvenile Recidivism Analysis (2015 cohort) – juvenile arrests and diversions, and subsequent adult arrests
  - Juvenile Justice Monthly Data Reports – bimonthly data on diversions and juvenile arrests
  - Risk Terrain Modeling – data on robberies from CY2017 and CY2018 (Q1-Q2)
  - Juvenile Justice Compliance Monitoring – juvenile arrest data
  - Automation of Public Safety and Justice in the District of Columbia (FY 2017-2018) – crime and arrest data
- FY19
  - Root Causes of Juvenile Crime – juvenile arrest data

- Analysis of Runaway Youth and PINS Absconders – data on youth who were reported missing
- Juvenile Recidivism Analysis (2015 and 2016 cohorts) – juvenile arrests and diversions, and subsequent adult arrests
- Risk Terrain Modeling – data on robberies from CY2018 (Q3 - Q4)
- Juvenile Justice Monthly Data Reports – bimonthly data on diversions and juvenile arrests
- Juvenile Justice Compliance Monitoring – detailed juvenile arrest data, including arrest, booking, and transport time stamps

#### Office of the Attorney General (OAG)

- FY17
  - Truancy Prosecution Impact Study – prosecution and diversion information
  - Every Day Counts! Data Report – quarterly and year end data on referrals for prosecution and recommendations
- FY18
  - Research in Brief, Volume 2: Issue 1 – Diversion and Deflection Programs – information on diversion programs
  - Juvenile Recidivism Analysis (2015 cohort) – diversions and papering decisions
  - Every Day Counts! Data Report – quarterly and year end data on referrals for prosecution and recommendations
- FY19
  - Juvenile Recidivism Analysis (2015 and 2016 cohorts) – diversions and papering decisions
  - Every Day Counts! Data Report – quarterly and year end data on referrals for prosecution and recommendations
  - Juvenile Justice Monthly Data Report – data on deferred prosecution agreements, deferred sentencing agreements, and consent decrees for juveniles
  - Restorative Justice Workgroup Report – information on the agency's restorative justice program and practices

#### Office of the State Superintendent of Education (OSSE)

- FY17
  - Truancy Prosecution Impact Study – attendance information
- FY19
  - Root Causes of Juvenile Crime – demographic data on all students in grades 6 – 12 in SY2016 – 2017, data on student achievement, attendance, and homeless for a selected sample of students
  - Restorative Justice Workgroup Report – information on the agency's restorative justice program and practices

#### Office of Victim Services and Justice Grants (OVSJG)

- FY18

- Human Trafficking in the District of Columbia: An Analysis (CY2016) – list of OVSJG-funded nongovernmental organizations that focus on providing services to human trafficking victims

#### Public Charter School Board (PCSB)

- FY17
  - Truancy Prosecution Impact Study – truancy data
  - Every Day Counts! Data Reports – quarterly and year end data on truancy and in-seat attendance
- FY18
  - Every Day Counts! Data Reports – quarterly and year end data on truancy and in-seat attendance

#### Sentencing Commission of the District of Columbia (SCDC)

- FY17
  - The District's Youth Rehabilitation Act: An Analysis – criminal history scores for persons sentenced and not sentenced under the YRA
- FY18
  - The District's Criminal and Juvenile Justice Trends (2009-2017) - data on felony and misdemeanor convictions

#### Federal Agencies

##### Court Services and Offender Supervision Agency (CSOSA)

- FY17
  - Automation of Public Safety and Justice in the District of Columbia (FY 2016-2017) – data on supervised population
- FY18
  - The District's Criminal and Juvenile Justice Trends (2009-2017) - data on parole, supervised release, and probation population
  - Automation of Public Safety and Justice in the District of Columbia (FY 2017-2018) – data on supervised population

##### Court Social Services Division (CSSD) – division of the Superior Court

- FY17
  - Truancy Prosecution Impact Study - referral information
  - Every Day Counts! Data Report - quarterly and year end data on truancy referrals and recommendations for prosecution
  - Juvenile Justice Monthly Data Reports - monthly data on intakes and court outcomes, alternative placement population
- FY18
  - The District's Criminal and Juvenile Justice Trends (2009-2017) - data on juvenile diversions and intakes
  - Juvenile Recidivism Analysis - intakes, recommendations, and court outcomes



- Every Day Counts! Data Report - quarterly and year end data on truancy referrals and recommendations for prosecution
- Juvenile Justice Monthly Data Reports - monthly data on intakes and court outcomes, alternative placement population
- Juvenile Justice Compliance Monitoring – Court documentation for status offenders securely detained during FY17
- FY19
  - Every Day Counts! Data Report - quarterly and year end data on truancy referrals and recommendations for prosecution
  - Juvenile Justice Monthly Data Reports - monthly data on intakes, petitioned cases, adjudication outcomes, disposition outcomes, probation population
  - Juvenile Justice Compliance Monitoring – Court documentation for any status offenders securely detained during FY18
  - Restorative Justice Workgroup Report – information on the agencies restorative justice program and practices

#### Diplomatic Security Service (DSS)

- FY18
  - Human Trafficking in the District of Columbia: An Analysis (CY2016) – data on human trafficking investigations, arrests, offenders, and victims

#### Superior Court of the District of Columbia (DCSC)

- FY17
  - The District's Youth Rehabilitation Act: An Analysis - Criminal Division: data on criminal court history, offenses, dates, sealings, termination of YRA, sentences, PDID, DOB, Name, address; Family Division: data on juvenile court history
  - Automation of Public Safety and Justice in the District of Columbia (FY 2016-2017) – data filings and dispositions
- FY18
  - The District's Justice Involved Population - data on unique criminal cases disposed, persons disposed, and annual averages for 10 years
  - The District's Criminal and Juvenile Justice Trends (2009-2017) - data on adult and juvenile court filings; data on felony and misdemeanor convictions
  - Research in Brief, Volume 2: Issue 1 – Diversion and Deflection Programs - information on diversion programs
  - Automation of Public Safety and Justice in the District of Columbia (FY 2017-2018) – data filings and dispositions
- FY19
  - Root Causes of Juvenile Crime – adjudication data on all juvenile petitioned between 6/1/2017 – 7/31/2018
  - Dual Supervision – monthly report on youth supervised by more than one of the following agencies: CFSA, CSSD, CSOSA, DYRS, and PSA

#### Federal Bureau of Investigation (FBI)

- FY18
  - Human Trafficking in the District of Columbia: An Analysis (CY2016) – data on human trafficking investigations, arrests, offenders, and victims

#### Federal Bureau of Prisons (BOP)

- FY17
  - A Study on the District's Custodial Population – Information on DC offenders incarcerated at BOP during FY15
  - The District's Youth Rehabilitation Act: An Analysis – data on admission and release dates
  - Automation of Public Safety and Justice in the District of Columbia (FY 2016-2017) – incarcerated population data
- FY18
  - Automation of Public Safety and Justice in the District of Columbia (FY 2017-2018) – incarcerated population data
  - The District's Justice Involved Population – data on unique releases and unique persons released to a DC address in last 10 years, annual averages
  - The District's Criminal and Juvenile Justice Trends (2009-2017) – data on incarcerated population

#### Immigration and Customs Enforcement-Homeland Security Investigations (ICE-HSI)

- FY18
  - Human Trafficking in the District of Columbia: An Analysis (CY2016) – data on human trafficking investigations, arrests, offenders, and victims

#### Pretrial Services Agency (PSA)

- FY17
  - A Study on the District's Custodial Population – Information on individuals supervised by PSA during FY15
  - The District's Youth Rehabilitation Act: An Analysis - data on social factors, non-DC arrest history, non-DC conviction history
  - Automation of Public Safety and Justice in the District of Columbia (FY 2016-2017) – data on supervised population
- FY18
  - Understanding Where Defendants Live vs. Offend: A Spatial Analysis of Solved Gun Crimes 2010-2016) - home addresses of persons arrested for homicides, robberies, and ADWs that occurred during the time period
  - The District's Criminal and Juvenile Justice Trends (2009-2017) - data on pretrial supervision population

#### U.S. Attorney's Office for the District of Columbia (USAO)

- FY18
  - Human Trafficking in the District of Columbia: An Analysis (CY2016) – data on human trafficking investigations, prosecutions, convictions, offenders, and victims

## U.S. Parole Commission (USPC)

- FY17

- The District's Youth Rehabilitation Act: An Analysis - data on term expiration dates, types and certificates issued

40. Please provide an update on the following strategic priority areas, including any anticipated programmatic changes and associated funding (and funding needs) in FY18, FY19 and FY20.

- a. Juvenile Justice;
- b. Adult Reentry;
- c. Combatting Violent Violence;
- d. GunStat;
- e. Grants Planning;
- f. Papering Reform;
- g. Justice Information System (JUSTIS);
- h. Warrants;
- i. Interagency Research Advisory Committee;
- j. Continuity of Operations; and
- k. Substance Abuse Treatment & Mental Health Services Integration.

### **Response:**

For 2018 – 2020, CJCC will focus on seven Strategic Priorities: Automated Information Sharing; Research and Analysis; Combating Violent Crime (GunStat and Warrants are subcomponents of this priority area); Substance Abuse Treatment and Mental Health Services; Juvenile Justice; Adult Reentry; and Grants Planning. (During the FY18 Strategic Planning Meeting, the CJCC Principals determined that Continuity of Operations Planning would no longer be a strategic priority.) Information on the FY18 accomplishments and FY19 key initiatives for each strategic priority is provided below.

### **Automated Information Sharing**

- FY18 Accomplishments

- JUSTIS Information Portal*

- Completed testing of the JUSTIS Disaster Recovery (DR) site, which will enable partner agencies to access the information portal in the event of a disaster scenario where normal data systems are rendered inoperable.
- For MARIS
  - Completed work to establish connections between JUSTIS and the Maryland Dashboard IJIS system, which will be the hub for

regional information sharing. Delaware and Pennsylvania worked to link their systems to the Maryland dashboard as well.

- Developed basic search functionality to transmit data requests to all three partner jurisdictions and receive results back from them.
- Developed search function in JUSTIS to enable JUSTIS users to determine whether individuals have arrest, warrant, court, or parole or probation records in Delaware, Maryland, or Pennsylvania.
- Tested the new search function with a small focus group of JUSTIS users.

#### *JUSTIS System-to-System Exchange*

- Completed the Arrest Feed Enhancement project, which significantly increased the number of data fields that MPD transmits to JUSTIS.
- Completed the Juvenile Papering Project, which transformed a manual process into an automated process, thus substantially reducing the time required to process criminal juvenile cases.
- Developed the new Mugshot Data Feed that provides authorized partner agencies with the ability to receive mugshots taken by MPD.
- Completed internal design and development and began internal and interagency testing. Testing had been suspended for over 1 month as a result of the partial government shutdown but recommenced at the end of January 2019.

#### *Governance*

- Provided training on the updated JUSTIS Policies and Procedures Manual
- Completed the signing of all JUSTIS MOAs and Interconnection Security Agreements (ISA)
- Established a JUSTIS Cloud Services Provider Policy
- Convened the third annual Information Sharing Forum for which the theme was “Criminal Justice System Information Sharing: Pathways to Overcoming Challenges.” The forum focused on national and local perspectives on information sharing, the challenges associated with information exchanges between local and federal partners, and promising strategies to address information sharing challenges, particularly across federal and local boundaries, as well as inter-disciplinary boundaries.

#### Key Initiatives for FY19

- Completion of Warrant Exchange Project

- Completion of MARIS Phase I and initiation of Phase II, which will enable authorized users to obtain details about an individual's arrest, warrant, court, probation, and parole activity in neighboring jurisdictions.
- Implement juvenile data feeds from DYRS
- Improve information and data quality, particularly related to positive identification and expunged, sealed, and set aside records
- Establish an Inter-Agency Business Operations (IBO) workgroup to help plan for business-driven information-sharing initiatives
- Establish return-on-investment (ROI) metrics for technology-based information-sharing initiatives

## **Research and Analysis**

### **FY18 Accomplishments**

- Justice Statistical Analysis Tool (JSAT)
  - Awarded \$150,000 in BJS grant funding
  - Developed Minimum Viable Product and initiated agency testing
  - Finalized the Memorandum of Agreement (MOA) and Policies and Procedures Manual
- Completed studies requested by DC Council and CJCC Principals
  - An Analysis of Human Trafficking in the District of Columbia (2016)
  - Juvenile Recidivism (2015 Cohort)
  - Ten-Year Estimate of Justice-Involved Individuals
  - One-Day Count of Justice System-Involved Individuals within the District of Columbia (2017)
- Completed Research Briefs to inform partners about timely criminal justice and juvenile justice issues
  - Diversion and Deflection in the District of Columbia (Vol.2, Issue 1)
  - Runaway Youth as Status Offenders (Vol.3, Issue 1)
- Completed three seminars in the Bridging Research to Practice Series
  - Juvenile Risk and Needs Assessments (September 2018)
  - Measuring Disproportionate Minority Contact (July 2018)
  - Housing for the Justice Involved (November 2017)
- Completed the majority of data collection for the study of Root Causes of Juvenile Crime, per the CYJAA
  - Entered into multiple data use agreements to facilitate data sharing with education and health and human services agencies
  - Conducted over 60 interviews with representatives from youth-serving agencies and organizations
  - Conducted focus groups and surveys with 50 incarcerated or committed youth



- Hired contractor to conduct the survey on Police-Community Relations, per the NEAR Act, and completed survey data collection

#### Key Initiatives for FY19

- Implement Phase II of JSAT
  - Obtain signed MOAs and ISAs from participating agencies
  - Complete agency testing and modify the system, as needed
  - Receive and incorporate agency data into JSAT
  - Facilitate soft launch of the JSAT Enterprise and JSAT Public Portal
- Develop and implement a research and analysis plan to identify trends with respect to gun violence incidents, offenders, and victims
- Issue final report on the Survey of Police-Community Relations (March 2019)
- Issue initial report on the Root Causes of Juvenile Crime (Summer 2019)
- In consultation with the Interagency Research Advisory Committee (IRAC), determine whether the CJCC should work to establish an Institutional Review Board (IRB)

### **Combating Violent Crime**

#### FY18 Accomplishments

- Risk Terrain Modeling (Robbery)
  - Completed Risk Terrain Modeling (RTM) analysis with respect to robberies and assessed the validity of the model
  - Initiated discussions with public safety agencies and Council staff regarding potential actions that could be taken to mitigate the risks in the future
- Conducted analysis to assist the CVC Workgroup with monitoring crime trends, including trends in gun crimes (homicides, ADW, robbery) at the cluster level and District wide
- Supported Council in finalizing legislation to help ensure the District was eligible for NARIP funding, which can be used to support efforts to improve reporting to federal criminal justice databases
- Implemented revisions to GunStat, including new selection criteria for individuals on the GunStat list and instituting partner presentations during the monthly meetings
- Conducted analysis of the business processes associated with notifying relevant agencies about revocation warrants, which led agencies to take action to improve warrant information sharing
- Convened the Fall Public Meeting (2018) on “Violence Prevention—Creating the New Normal: A Community Conversation Examining Patterns of Thought and Action to Prevent Violence”

#### Key Initiatives for FY19

- Support CJCC Members and their respective agencies in efforts to reduce the number of shootings (both fatal and nonfatal) in the District
- Refine GunStat
  - Continue to refine the selection criteria and format for GunStat to better position the work group to focus on the most violent individuals in the District and to help prevent gun violence
- Expand Risk Terrain Modeling
  - Run the model using 2018 data to determine where robberies are predicted to occur in 2019
  - Obtain data from MPD in order to run the model on ADWs and homicides
  - Initiate discussions with agencies outside of the public safety cluster to determine what actions they could take to help mitigate the risk of robberies

#### **Substance Abuse Treatment and Mental Health Services**

##### FY18 Accomplishments

- Convened the second annual Criminal Justice Summit called “Mental Health at the Intersection: Exploring Best Practices for Addressing the Mental Health Needs of Adults in the Criminal Justice System”
- Developed policies and procedures to ensure CJCC compliance with the HIPAA Privacy Rule, thus positioning the agency to conduct research and analysis with respect to the intersection of criminal justice and public health

#### Key Initiatives for FY19

- Data-Driven Justice
  - Obtain signed MOAs from agencies and implement analysis to identify super utilizers and determine what services and supports can be provided to prevent them from continuing to cycle through systems

#### **Juvenile Justice**

##### FY18 Accomplishments

- Supported partner efforts in implementing key provisions of the Comprehensive Youth Justice Amendment Act (CYJAA)
  - Facilitated the development of an MOA regarding movement of status offenders through the juvenile justice system in order to avoid secure detention

- Facilitated meetings to help agencies identify new processes for the movement of Title 16 youth, given the transfer in custodial responsibility from DOC to DYRS
- Surveyed Every Day Counts! Taskforce members to help identify needs and challenges with respect to information sharing to help improve student attendance
- Conducted a Juvenile Justice Technical Assistance Workshop on “Uprooting the Challenges: Improving School Attendance for System-Involved Youth” (May 2018)
- Expanded the focus of the Juvenile Justice Data Committee, which will provide partners with data on the level of activity at each stage of the juvenile justice process, as opposed to only focusing on pre-adjudication.
- Collaborated with the Strategic Management Division of D.C. Superior Court to provide members of the Dual Supervision Workgroup with electronic information on youth who are under the supervision of multiple agencies (previously agencies identified dually supervised youth through a time-intensive, manual process)

#### Key Initiatives for FY19

- Conduct Juvenile Justice Technical Assistance Workshop to understand agencies’ experiences with implementing key provisions of the CYJAA, including successes and opportunities
- Finalize report for the Restorative Justice Workgroup that will provide descriptive information on the restorative justice practices implemented by youth-serving agencies in the District
- Conduct analysis to understand the extent to which youth have engaged in and been victims of gun violence in the District
- Finalize the second iteration of the Juvenile Recidivism Study (2015 and 2016 Cohorts)
- Enhance processes for monitoring the District’s compliance with core requirements of the Juvenile Justice and Delinquency Prevention Act
- Explore opportunities to reduce Disproportionate Minority Contact for juveniles in the District

#### **Adult Reentry**

##### FY18 Accomplishments

- Supported DOC and its contractor (the Vera Institute) with developing the District-wide Framework for Reducing Recidivism

- Supported DOC in preparing a successful application for the Bureau of Justice Assistance Second Chance Act Statewide Recidivism Reduction Implementation Grant
- Provided support to MORCA during its strategic planning process
- Assisted CSOSA with the Women's Reentry Symposium

#### Key Initiatives for FY19

- Support DOC in its efforts to implement the strategic framework for reducing recidivism among women and young adults (18 – 24).
- Identify the needs and availability of housing for returning citizens in the District

### **Grants Planning**

#### FY18 Accomplishments

- Provided three grant writing trainings to help ensure that District government and nonprofit partners were prepared to respond to federal grant solicitations
- Regularly promoted open federal and local funding solicitations
- Tracked the number and type of applications submitted for federal funding by partners in the public safety cluster

#### Key Initiatives for FY19

- Conduct trainings designed to help partners prepare to respond to local and federal funding solicitations
- Continue promoting open funding solicitation and work with partners to track applications and awards.

41. How many working groups or task forces were convened within the CJCC in FY18 and FY19, to date?

- What topics did these working groups or task forces address?
- How does CJCC determine working group membership? What changes have been made to working group membership in FY18 and FY19, to date?
- Is the agency website's list of working groups up to date?
- To what extent is the work conducted by CJCC working groups self-determined by the working group membership, as opposed to being set by CJCC staff?
- How does CJCC measure the success of its working groups?

**Response:** The CJCC convened 21 committees and workgroups during FY18 and FY19, to date.

**a. What topics did these working groups or task forces address?**

The topics addressed by each committee and workgroup are listed below:

1. Information Technology Advisory Committee (ITAC)
  - Policy issues: System security reviews, cybersecurity, privacy and system-wide strategic planning.
  - JUSTIS projects: Arrest Feed Enhancement Project, Juvenile Papering Project, Mugshot Feed Project, Reestablishing the DYRS data feed to JUSTIS, Phase I of the Mid-Atlantic Regional Information Sharing (MARIS) Initiative, and Warrant Exchange Project
2. Information Security Workgroup (ISW)
  - Developing a unified approach towards cybersecurity among CJCC partners
  - Execute updated MOAs and Interconnection Security Agreements (ISAs) for JUSTIS
  - Developed a Cloud Services Provider Policy to govern the process by which partner agencies should consider when migrating their systems to the cloud
3. Inter-Agency Workgroup
  - Oversee implementation of the information-sharing initiatives approved by the ITAC (see above)
  - Address any current issues related to information exchanges through JUSTIS
4. Inter-Agency Data Quality Workgroup
  - Support MPD's system synching initiative, which will streamline the process by which updates are communicated between each MPD system, which are ultimately be fed to partner agencies' systems
  - Through the DQA Module in JUSTIS, identify data quality issues and request and monitor corrective actions
5. Interagency Research Advisory Committee (IRAC)
  - Development of the Justice Statistical Analysis Tool (JSAT)
  - Consideration of a Research Review Committee or an Institutional Review Board
6. Combating Violent Crime Committee
  - Risk Terrain Modeling
  - Cluster Level Analysis
  - Eligibility for NARIP Funding
  - Support agency efforts to improve submissions to NICS, III, and NCIC
7. GunStat
  - Case Study of Deceased GunStat individuals
  - Incorporating agency presentations into GunStat meetings



- Revision to GunStat criteria
  - Revision to GunStat metrics
8. Warrants Workgroup
- Reducing the number of outstanding bench and arrests warrants
  - Identifying and remedying gaps and inefficiencies in the process for notifying relevant agencies about revocation warrants
9. Juvenile Justice Committee
- Disproportionate Minority Contact (DMC)
  - Absconding among status offenders
  - Support agency efforts to implement the CYJAA with respect to status offenders and Title 16 youth
10. Juvenile Justice Data Committee
- Monthly review of juvenile justice system activity
  - Expanded scope beyond pre-adjudication to include the full spectrum of the juvenile justice system
11. Restorative Justice
- Drafted guiding philosophy and principles for juvenile justice agencies engaging in RJ/BARJ
  - Conducted interviews and drafted a report that describes each agency's RJ/BARJ approach
12. Dual Supervision
- Quarterly meetings to discuss particularly at-risk youth who are supervised by multiple agencies
  - Worked with DCSC to provide data that enables agencies to more efficiently identify jointly supervised youth
13. Every Day Counts! Data Committee
- Quarterly review of chronic absenteeism and truancy data, and more recently in-seat-attendance, as well as truancy referrals to OAG, CFSA, and CSSD.
  - Surveyed participating agencies on data they would like to have related to student attendance and challenges in obtaining that data
14. CYJAA Workgroup (ad hoc)
- This workgroup convened during the first and second quarters of FY18 to determine changes to the movement and placement of status offenders through the juvenile justice system, given the CYJAA provision that status offenders could no longer be detained
15. Title 16 Workgroup (ad hoc)

- This workgroup convened during the fourth quarter of FY18 to facilitate discussions between DYRS, DOC, and other relevant agencies regarding new processes and protocols to comply with the CYJAA provision that requires Title 16 youth to be transferred from DOC to DYRS custody
- 16. Youth Services Center (YSC) Population Call (ad hoc)
  - This workgroup held monthly conference calls to discuss the circumstances of youth detained at YSC for longer than 30 days
- 17. PINS/Runaway Youth (ad hoc)
  - Identify characteristics of runaway and absconded youth and determine whether they had touches with the public health and/or criminal justice systems prior to, during, or following their period of running away/absconding
- 18. Grants Planning
  - Facilitated three training sessions to help improve agency and organizations' success in obtaining DOJ grants
  - Identified the type and amount of DOJ grant funds awarded to District entities
- 19. Adult Reentry
  - Support DOC and Vera Institute in their efforts to develop the District-wide Framework for Reducing Recidivism, which was funded by the BJA Second Change Act Statewide Recidivism Reduction Grant program
  - Support MORCA in developing its Strategic Plan
- 20. SATMHSIT
  - Data-Driven Justice Initiative
  - Uniform Consent Form
  - Support DBH and MPD efforts to implement the pilot program funded by the BJA Justice and Mental Health Collaboration Grant Program
- 21. New Psychoactive Substances Workgroup
  - Developed the NPS Information Clearinghouse
  - Developed the NPS Crosswalk

**b. How does CJCC determine working group membership? What changes have been made to working group membership in FY18 and FY19, to date?**

No changes were made to the agencies represented on each of the committees and workgroups during FY18 and FY19. As the roles and responsibilities of staff at partner agencies has changed, there have been changes in the specific individuals who participate in the workgroups.

**c. Is the agency website's list of working groups up to date?**

CJCC updated its website in January 2019 to reflect the current Strategic Priorities and the associated committees and workgroup.

**d. To what extent is the work conducted by CJCC working groups self-determined by the working group membership, as opposed to being set by CJCC staff?**

The CJCC aligns the charge for each committee and workgroup with the goals and objectives established by the CJCC members. Once this is done, the CJCC staff responsible for supporting the committee or workgroup works with the committees to establish the actual work to be accomplished.

**e. How does CJCC measure the success of its working groups?**

CJCC identified the following workload measures and KPIs related to its workgroups:

Workload Measures

- Average number of agencies that participated in committee and workgroup meetings
- Number of analytical products generated to inform the efforts of the committees and workgroups
- Number of multi-agency efforts supported by committees and workgroups

KPIs

- Percent of CJCC committee chairs who agree that collaboration is necessary to address the criminal and juvenile justice system issues covered by their committee
- Percent of CJCC committee chairs who agree that participation in and information sharing through the committee is important to their agencies' ability to address particular criminal or juvenile justice issues

**42. Please discuss any legislative priorities for CJCC in FY19 and FY20.**

**Response:** CJCC's Principals have not identified any systemwide legislative priorities at this time.

The agency is seeking legislative relief to overcome barriers that have prevented the agency from obtaining poverty, school discipline data and mental health and substance abuse data for the sample of juveniles included in the study of the Root Causes of Juvenile Crime. Section 304 of the Comprehensive Youth Justice Amendment Act (CYJAA) directs CJCC to "submit a report to the Mayor and the Council containing an analysis of the root causes of youth crime and the prevalence of adverse childhood experiences among justice-involved youth, such as housing instability, childhood abuse, family instability, substance abuse, mental illness, family criminal involvement, or other factors deemed relevant by the CJCC..." Based on our literature review, in addition to the factors listed in the CYJAA, poverty and school discipline (e.g., suspensions and expulsions) may also be factors correlated with juvenile justice involvement. Our initial

research plan set out to collect data on each of these factors so that we could incorporate them in a statistical model to determine which ones were relevant to juvenile justice system involvement. However, to date, CJCC has not been able to obtain data on poverty, school discipline, and mental health and substance abuse diagnoses for reasons described below.

The Department of Human Services (DHS) implements the Temporary Assistance for Needy Children (TANF) program and Supplemental Nutritional Assistance Program (SNAP) for the District. In order to benefit from these programs, families must be at or near the poverty level. We asked if DHS would be able to provide us with information on TANF and SNAP participation. However, DHS is restricted from sharing individual, identifiable information on TANF and SNAP beneficiaries without the express consent of each beneficiary. It would not be feasible for CJCC to obtain individual consent from thousands of beneficiaries.

The Office of the State Superintendent of Education (OSSE) maintains information on youth enrolled in D.C. Public Schools as well as Public Charter Schools. OSSE provided a significant amount of information for this study; in particular, they are the basis of the sample of youth included in the study, and they provided attendance and performance data on youth. However, they were not able to provide us with discipline data as a result of an internal policy that restricts sharing this information externally, other than for the purposes of federal reporting.

Lastly, the Department of Health Care Finance (DHCF) maintains information on mental health and substance abuse diagnoses for persons enrolled in Medicaid, as well as income eligibility. DHCF is governed by federal law (HIPAA) and District law. CJCC meets the requirements for receiving public health information under HIPAA through a one-time waiver of individual authorization; however, District law appears to be more restrictive. Specifically, the D.C. Mental Health Information Act of 1978 (D.C. Code §7-1201.01 *et seq.*) prohibits disclosing mental health information to any person unless one of six specified exceptions applies. One exception permits disclosures for research, auditing and program evaluation (DC Code §7-1203.05) pursuant to the “Data-Sharing and Information Coordination Amendment Act of 2010” (D.C. Law 18-273, D.C. Code § 7-241 *et seq.*). §7-242(a)(4) of the Data-Sharing and Information Coordination Amendment Act permits an agency to disclose to another agency “health and human services information referencing or relating to the identified information” for the purposes of conducting “research related to treatment, benefits, services, supports, and assistance” provided: “(A) Health and human services information referencing or relating to an identified individual shall not be disclosed in a manner that would permit the identity of the individual to be reasonably inferred by either direct or indirect means; and (B) The agency or service provider receiving the health and human services information shall affirm in writing that any individually identifiable health information shall be treated in accordance with HIPAA.” Based on DHCF’s legal analysis, (A) and (B) are in direct conflict, with (A) prohibiting sharing identifiable health information and (B) permitting sharing identifiable health information as long as the recipient affirms that the information will be treated in accordance with HIPAA. Thus, DHCF has interpreted the

law as prohibiting them from sharing identifiable mental health information with CJCC. As such, legislative relief would be necessary to permit DHCF to share identifiable mental health information under District law; moreover, it would provide a long-term exception to HIPAA requirements necessary for future iterations of the Root Cause Analysis.

Each of these agencies indicated that they cannot share the specific types of data we require in the absence of legislation explicitly requiring them to do so.

43. Please discuss the reports and analyses conducted by the Statistical Analysis Center in FY18 and FY19, to date. Please discuss the progress of any outstanding reports or requests, including their anticipated dates of completion.

**Response:**

**The following CJCC studies, research papers, reports and analyses were completed by the Statistical Analysis Center during FY18 or FY19, to date:**

General Analysis

- Analyses conducted for the CJCC strategic planning meeting (For Official Use) – December 2017
- Diversion and Deflection in the District of Columbia (Research Brief) – December 2017
- Human Trafficking in the District of Columbia (CY2016): An Overview – February 2018

Combating Violent Crime Analysis

- Risk Terrain Modeling (Robbery - 2018) (For Official Use) – March 2018
- A Comparative Case Study on Deceased GunStat Members – August 2018
- Cluster-Level Analysis (2011 – 2017) (For Official Use) – January 2018
- Cluster-Level Analysis (2011 – 2018) (For Official Use) – December 2018
- 2011-2018 Homicide, ADW, and Robbery Trends in the District – November 2018
- Warrants Business Processing Analysis – June 2018

Juvenile Justice Analysis

- Juvenile Justice Data Committee Monthly Reports (For Official Use per Administrative Order 17-04) - Monthly
- Every Day Counts! Data Committee Quarterly Reports - Quarterly
- Juvenile Recidivism Study (2015 Cohort) – February 2018
- Analysis of Runaway Youth and PINS Absconders (For Official Use) – October 2018
- Runaway Youth as Status Offenders (Research Brief) - December 2018

Adult Reentry Analysis

- Ten-Year Estimate of Justice-Involved Individuals in the District of Columbia – September 2018



- One-Day Estimate of Justice System-Involved Individuals within the District of Columbia (2017) – September 2018

#### Grants Planning Analysis

- FY17 Federally Funded Public Safety Formula and Discretionary Awards – December 2017
- FY18 Federally Funded Public Safety Formula and Discretionary Awards – December 2018

**The following CJCC studies, research papers, reports and analyses were pending as of FY19, to date:**

#### General Analysis

- Human Trafficking in the District of Columbia (CY2017) - Expected completion date: February 2019
- Police Community Survey - Expected completion date: April 2019
- Sealings and Expungements in the District (Research Brief) - TBD. Awaiting data from DCSC on sealings and expungements.

#### Combating Violent Crime Analysis

- Risk Terrain Modeling (Robbery - 2019) - TBD. Awaiting receipt of Q4 2018 robbery data from MPD.
- 2017 and 2018 GunStat Member Recidivism Measure - Expected completion date: March 2019

#### Juvenile Justice Analysis

- Juvenile Justice Data Committee Monthly Reports (For Official Use per Administrative Order 17-04) - Completed reports on a monthly basis
- Every Day Counts! Data Committee Quarterly Reports - School Year 2018-2019 Q1 report completed in December 2018. Q2, Q3, and end-of-year report to be completed during FY19.
- Juvenile Recidivism (2015 and 2016 Cohorts) - Expected completion date: February 2019
- Root Causes of Juvenile Crime - Expected completion date: Summer 2019 (awaiting resolution of data sharing challenges)

44. Please provide an update on the development and implementation of the Justice Statistical Analysis Tool (“JSAT”).

During FY17, FY18 and FY19, CJCC received grant funds from the Bureau of Justice Statistics (BJS) to plan, design and begin implementing an automated criminal justice information sharing system known as JSAT.

JSAT is intended to automate and enhance criminal justice information sharing in the District for the purpose of research and analysis and to enhance justice system agencies’ and the public’s knowledge, as appropriate, of the state of the District’s criminal and

juvenile justice systems. JSAT will be a central repository and one-stop shop for descriptive analytics of the District's criminal and juvenile justice systems, and will include five components:

- **Justice System At-a-Glance:** year-to-date or point-in-time data on number of arrests, filings, convictions, persons under supervision, and persons incarcerated in the District's criminal and juvenile justice systems. The data will be updated on a recurring basis.
- **Vital Statistics Analysis** (formerly CJCC's Public Safety and Justice Report): an analysis of the level of activity and trends at each stage of the District's criminal and juvenile justice processes.
- **System-wide Indicators of Success:** an analysis of the progress that has been made towards achieving the system-wide strategic goals established by the CJCC principals.
- **Record-level De-identified Data:** individual level data, excluding personally identifiable information, on persons involved in the District's criminal and juvenile justice systems.
- **Research and Analytical Products:** a catalogue of completed research and analytical products generated by the CJCC and the research and analytical divisions of the District's criminal and juvenile justice agencies.

By having access to this information through JSAT in a timely manner, it is contemplated that the District's justice system agencies will be able to more efficiently and effectively make informed policy, planning and programming decisions. In addition, JSAT will be used to make aggregate criminal and juvenile justice data that is pre-approved by participating agencies available to the public, thus increasing transparency of the District's criminal and juvenile justice systems.

During FY18, the SAC revised and finalized the *JSAT Memorandum of Agreement (MOA)*, *Policies and Procedures Manual (Appendix A)*, and a *Contributing Agency Participation form* which were submitted to partner agencies for final review and signature. System and business requirements meetings were held among the SAC, CJCC IT staff, and the JSAT technology consultant to identify the needs and develop timelines for completion. The SAC completed a wireframe, or layout, of the JSAT Public Portal and the JSAT Enterprise, which the technology consultant used to develop the websites and analytical tools necessary for the Minimum Viable Product (MVP). CJCC procured and installed JSAT software and secure servers, and the SAC worked with CJCC's technology consultant to launch the MVP at the end September.

During FY19 to date, the SAC has completed the template for the *Interconnection Security Agreement*, which partners will use to identify the mechanisms by which their data will be transmitted to JSAT. Additionally, the SAC has been working with partner agencies (BOP, DCSC, DOC, MPD and PSA) to complete agency acceptance testing (AAT), which enables the agencies to see how their data is displayed in the JSAT Enterprise and provide any feedback they may have on the system. The SAC is currently

working with the consultants to deliver a soft launch of the JSAT Enterprise and Public Portal by the end of February 2019.

45. What public meetings does CJCC plan to convene in the remainder of FY19 and in FY20?

**Response:** CJCC convenes a public meeting in the spring and fall of each year. The theme for the FY19 Fall Public Meeting was “Violence Prevention – Creating the New Normal: A Community Conversation Examining Patterns of Thought and Action to Prevent Violence.” CJCC is in the process of finalizing the topic for the FY19 Spring Public Meeting, which will take place in April or May. CJCC has not yet determined the topics for the FY20 Fall and Spring Public Meetings.

46. What training workshops and other programs does CJCC plan to hold in the remainder of FY19 and in FY20?

**Response:** Each fiscal year, the CJCC conducts the following training workshops:

- Criminal Justice Summit
- Information Sharing Form
- Bridging Research to Practice Series (generally 2 - 3 each year)
- Juvenile Justice Technical Assistance Workshops (generally 2 – 3 each year)
- Grants Training (generally 2 – 3 each year)

The CJCC has conducted the following training workshops during FY19, to date:

- Information Sharing Forum – “Criminal Justice System Information Sharing: Pathways to Overcoming Challenges” – October 2018
- Grants Training – “Building a Budget, Understanding Allowable Expenses and Tying Cost Estimates into Budget Narratives” – October 2018

The CJCC is finalizing planning for the following workshops:

- Bridging Research to Practice Series – “Justice-Involved Veterans” – March 12, 2019
- Juvenile Justice Technical Assistance Workshop – “Implementation of the Comprehensive Youth Justice Amendment Act” – Tentatively scheduled for March 2019
- Criminal Justice Summit – March 27, 2019

47. Please provide an update on the survey and report required of CJCC by Section 304 of the Comprehensive Youth Justice Amendment Act of 2016 (D.C. Law 21-0238) (funded by the Committee in the FY18 budget):

**Response:** During January 2018, CJCC hired a statistician to conduct the root cause analysis survey and contracted with a legal consultant to assist with generating data sharing agreements to enable CJCC to obtain the necessary information for the report.

The statistician met with key stakeholders, developed a research plan and began collecting and analyzing data.

The research plan involved three components: (a) conducting a statistical analysis of a sample of justice-involved and non-justice-involved youth to examine how factors including childhood maltreatment, school performance, school attendance, housing instability, substance abuse and mental illness affect the likelihood a youth becomes involved in the juvenile justice system; (b) interviewing representatives from government agencies and youth-serving nonprofits to obtain expert opinions on the causes of juvenile justice system involvement; and (c) conducting surveys and focus groups with committed and incarcerated youth under age 21 to determine the prevalence of adverse childhood experiences and obtain the youths' perspective on the causes of justice system involvement.

By October 2018, CJCC completed interviews with 60 representatives from almost 40 government agencies or nonprofits. By December 2018, CJCC held 9 focus groups with a total of 50 youth committed to DYRS or incarcerated at DOC, surveyed 49 committed or incarcerated youth, and surveyed the juvenile social files of a sample of 50 committed youth. CJCC is currently working to analyze the interview, survey and focus group data.

By January 2019, CJCC had established data sharing agreements with, and received data for the statistical analysis from OSSE, CFSA, DCSC and MPD. It is currently working to establish a data sharing agreement with DHCF to obtain mental health and substance abuse data.

48. Please provide an update on the report required of CJCC by the Prohibition Against Human Trafficking Act of 2010.

**Response:** The Act requires that a report on human trafficking in the District of Columbia be issued at least once every 36 months. CJCC issued the initial report entitled "An Analysis of Human Trafficking in the District of Columbia (2016)" in February 2018, which included information on human trafficking cases and associated offenders and victims that were identified during calendar year 2016. CJCC plans to issue the second report with information on cases from calendar year 2017 in February 2019.

- a. What data has CJCC gathered about human trafficking in the District in FY19 to date?

**Response:** The human trafficking report is based on calendar years and, to date, data has only been collected for calendar years 2016 and 2017. CJCC expects to issue a report concerning calendar year 2017 in February 2019.

49. Please provide an update on the survey and analysis on police-community relations required by Neighborhood Engagement Achieves Results Amendment Act of 2016 (D.C. Law 21-0125).

**Response:** During FY18, CJCC procured a contractor to conduct the police-community survey required by the NEAR Act. By the end of the fiscal year, the contractor had completed a literature review to identify the specific constructs on which to base the survey questions; developed the survey methodology; developed and pre-tested the survey instruments; conducted a meeting with key public safety stakeholders in the District to brief them on the survey approach; and began administering the survey and obtaining responses. The survey was conducted using three modalities: Interactive Voice Response (IVR) for landline phones; Short Messaging Service (SMS) text linked to an online survey for cell phones; and live interviews for cell phones.

During FY19, to date, the contractor completed survey data collection and provided CJCC with an initial summary of the survey results. The contractor is in the process of preparing its first draft of the survey report and will brief key public safety stakeholders on the findings in February 2019. CJCC expects to receive the final report from the contractor in March 2019.

50. What interruptions to the District's criminal justice system, if any, has CJCC observed that can be attributed to the federal shutdown that began on Saturday, December 22, 2018?

**Response:**

To date, CJCC has not observed any interruptions to the criminal justice system that can be attributed to the federal shutdown that ended January 26, 2019. Should, however, the government shut down again, the weekly cost of salaries and fringe funded by the federal payment is approximately \$38,000. We would be able to leverage other existing funds to maintain the operations for 11 weeks, after which additional funding would be needed for the agency to continue to operate without interruption.



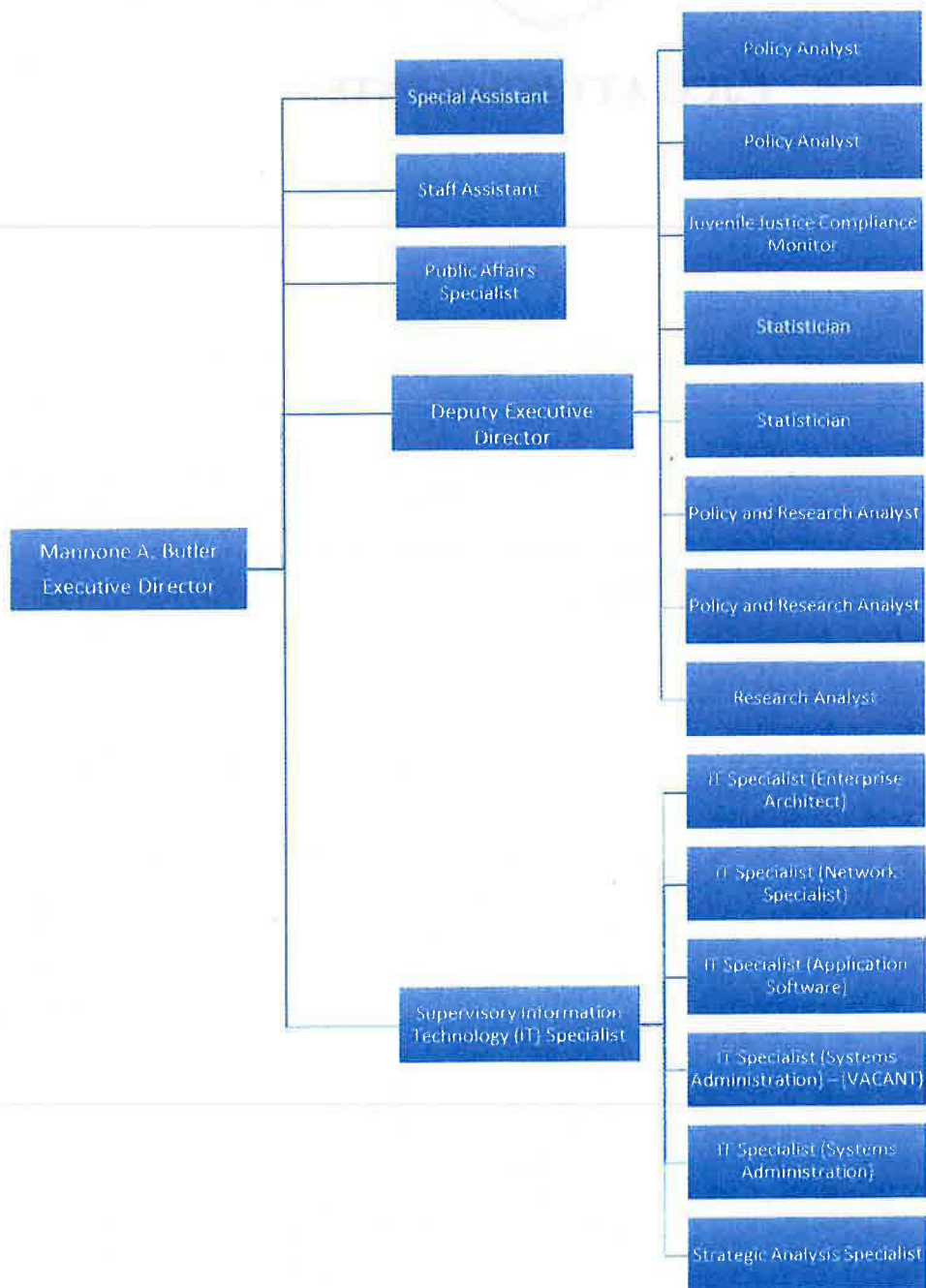
## CJCC ATTACHMENTS

[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
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## ATTACHMENT A

### ORGANIZATIONAL CHART (as of 10.1.2018)



**ATTACHMENT B**

**AUTHORIZED EMPLOYEE TRAVEL**  
(FY 2018 and FY 2019)

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Public Safety and Justice Cluster**

***Travel Expense Report***

**For travel that occurred between: 10/1/2017 - 9/30/2018**

**Criminal Justice Coordinating Council - CCJC - FJ0 - FJ0**

No.	FY	Employee Name	Title	Travel Description and Destination	Travel Period	Expense Items	Amount	Fund
1	2018	Butler, Mannone A.	Executive Director	Wilson Building Meeting- Everyday Counts - Washington, DC	2/16/2018 - 2/16/2018	Travel Reimbursement	\$11.98	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$0.00	
						Total Expenses by Trip	\$11.98	
2	2018	Butler, Mannone A.	Executive Director	Everyday Count Daily Meeting - Washington, DC	4/3/2018 - 4/3/2018	Travel Reimbursement	\$31.57	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$0.00	
						Total Expenses by Trip	\$31.57	
3	2018	Butler, Mannone A.	Executive Director	NNCJCC Meeting - Salt Lake City, UT	6/24/2018 - 6/27/2018	Travel Reimbursement	\$17.70	8110
						Travel Advance	\$188.80	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$1,228.85	
						Total Expenses by Trip	\$1,435.35	
4	2018	Butler, Mannone A.	Executive Director	NCJA Advising Counsel Meeting - Fort Worth, TX	7/21/2018 - 7/22/2018	Travel Reimbursement	\$179.03	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$663.15	
						Total Expenses by Trip	\$842.18	
5	2018	Love, Kristy	Deputy Executive Director	NCJA 2018 National Forum on Criminal Justice - Fort Worth, TX	7/22/2018 - 7/24/2018	Travel Reimbursement	\$39.63	8110
						Travel Advance	\$141.60	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$1,286.90	
						Total Expenses by Trip	\$1,466.13	

For travel that occurred between: 10/1/2017 - 9/30/2018

**Criminal Justice Coordinating Council - CCJC - FJ0 - FJ0**

No.	FY	Employee Name	Title	Travel Description and Destination	Travel Period	Expense Items	Amount	Fund
6	2018	McCann Stefca, Ellen	Statistician	2017 American Society of Criminology Annual Meeting - Philadelphia, PA	11/15/2017 - 11/18/2017	Travel Reimbursement	\$224.00	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$739.00	
						Total Expenses by Trip	\$963.00	
7	2017	Vann, Diamond	Compliance Monitor	JDAI Coordinators Convention - Baltimore, MD	10/4/2017 - 10/6/2017	Travel Reimbursement	\$224.50	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$0.00	
						Total Expenses by Trip	\$224.50	

**Total for: Criminal Justice Coordinating Council - CCJC - FJ0**

**\$4,976.71**

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**

**Public Safety and Justice Cluster**

***Travel Expense Report***

**For travel that occurred between: 10/1/2018 - 1/22/2019**

**Criminal Justice Coordinating Council - CCJC - FJ0 - FJ0**

No.	FY	Employee Name	Title	Travel Description and Destination	Travel Period	Expense Items	Amount	Fund
1	2019	Butler, Mannone A.	Executive Director	Re-Entry Ready: Improving Incarceration's Contribution To Successful Reentry - Washington, DC	10/2/2018 - 10/3/2018	Travel Reimbursement	\$32.00	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$0.00	
						Total Expenses by Trip	\$32.00	
2	2018	Butler, Mannone A.	Executive Director	36th Annual NAJIS Conference - Boulder, Co	10/8/2018 - 10/12/2018	Travel Reimbursement	\$28.85	8110
						Travel Advance	\$236.00	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$488.60	
						Total Expenses by Trip	\$753.45	
3	2019	Butler, Mannone A.	Executive Director	ASC Conference - Atlanta, GA	11/14/2018 - 11/18/2018	Travel Reimbursement	\$60.00	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$187.91	
						Total Expenses by Trip	\$247.91	
4	2019	Butler, Mannone A.	Executive Director	JRSA-Eastern Regional Meeting - Atlanta, GA	12/3/2018 - 12/6/2018	Travel Reimbursement	\$42.53	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$0.00	
						Total Expenses by Trip	\$42.53	
5	2019	Chaudhry, Imran	Chief Information Officer	2018 FISMA & Federal Cybersecurity Changes Training - Falls Church, VA	11/5/2018 - 11/6/2018	Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$995.00	8110
						Total Expenses by Trip	\$0.00	

For travel that occurred between: 10/1/2018 - 1/22/2019

**Criminal Justice Coordinating Council - CCJC - FJ0 - FJ0**

No.	FY	Employee Name	Title	Travel Description and Destination	Travel Period	Expense Items	Amount	Fund
6	2019	Jones, Christine	Strategic Analysis Specialist	2018 FISMA & Federal Cybersecurity Changes Training - Falls Church, VA	11/5/2018 - 11/6/2018			
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$995.00	8110
						Total Expenses by Trip	\$0.00	
7	2019	McCann Sfecla, Ellen	Statistician	74th American Society of Criminology Annual Meeting - Atlanta, GA	11/14/2018 - 11/17/2018			
						Travel Reimbursement	\$49.80	8110
						Travel Advance	\$211.20	8110
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$1,087.80	
						Total Expenses by Trip	\$1,348.80	
8	2019	Robinson, Charlea	Policy and Research Analyst	2018 FISMA and Federal Cybersecurity Changes Training - Falls Church, VA	11/5/2018 - 11/6/2018			
						Adjustments	\$0.00	
						Total Other Related Exp by Trip	\$995.00	8110
						Total Expenses by Trip	\$0.00	
<b>Total for: Criminal Justice Coordinating Council - CCJC - FJ0</b>							<b>\$2,424.69</b>	



# ATTACHMENT C

## PURCHASE CARD PURCHASES (FY 2018 and FY 2019, as of 1.31.2019)

Table 1 of 1

Document generated on 01/31/2019

Table 1 of 1: General Fund - Purchases - FY 2018 - FY 2019

Table 1 of 1: General Fund - Purchases - FY 2018 - FY 2019

Table 1 of 1: General Fund - Purchases - FY 2018 - FY 2019

Table 1 of 1: General Fund - Purchases - FY 2018 - FY 2019

Table 1 of 1: General Fund - Purchases - FY 2018 - FY 2019

Table 1 of 1: General Fund - Purchases - FY 2018 - FY 2019

# Central Bill Reconciliation

## DCPCARD

Date/Time Printed: 01/23/2019 02:02:39 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/1/2017' AND '9/30/2018'

Transaction Date	Post Date	Transaction ID	Microreference	Merchant Name	MCC	Merchant City, State/Province, Country	Transaction Amount
<b>Billed to Account: *****7503</b>							
<b>JACKSON, ROBIN Y</b>				<b>Diverted From Account: *****6816</b>		<b>Central Bill Account: *****7503</b>	
12/04/2017	12/05/2017	200938632	55432867338200294843860	INT*IN *NASW METRO WAS	8398	202-3368395, DC 20002-0000	\$175.00
12/04/2017	12/05/2017	200938633	55429507338894203499132	PAYPAL *CAPTIONINGS	8999	4029357733, CA 95131-0000	\$417.15
12/05/2017	12/05/2017	200938631	55432867339200338360847	COMCAST	4899	800-COMCAST, MD 21236-0000	\$153.40
12/05/2017	12/06/2017	201033384	55446417339083207552290	MVS INC	7399	02027227981, DC 20036-0000	\$531.58
12/05/2017	12/07/2017	201083940	85134257340900011700016	OBVERSE CORPORATION	7392	WASHINGTON, DC 20012-0000	\$500.00
12/13/2017	12/14/2017	201552430	75337007347485000066106	OFFICE CATERING	5811	3017722323, MD 20743-0000	\$240.50
12/13/2017	12/14/2017	201552431	55429507347894612559319	PAYPAL *CAPTIONINGS	8999	4029357733, CA 95131-0000	\$185.40
12/15/2017	12/18/2017	201734945	85140517349900012400012	INK SYSTEMS LLC	5943	2404868055, DC 20011-0000	\$749.95
12/21/2017	12/22/2017	201947791	55429507355894951378205	PAYPAL *ELDERBRO	8999	4029357733, CA 95131-0000	\$5,000.00
01/09/2018	01/10/2018	202555401	85185648009980030579906	ABC TECHNICAL SOLUTION	8999	WASHINGTON, DC 20005-0000	\$360.94
01/10/2018	01/12/2018	202685919	85134258011900011800010	OBVERSE CORPORATION	7392	WASHINGTON, DC 20012-0000	\$500.00
01/17/2018	01/18/2018	202924570	55446418018200343900011	NATIONAL CRIMINAL JUST	8699	02026288550, DC 20001-0000	\$500.00
01/17/2018	01/18/2018	202924571	05227028018500177974116	AMERICAN SOCIETY OF CR	8299	614-292-9207, OH 43212-0000	\$135.00
01/17/2018	01/18/2018	202924572	05227028018500177974298	AMERICAN SOCIETY OF CR	8299	614-292-9207, OH 43212-0000	\$115.00
01/20/2018	01/22/2018	203104858	55131588020646019332341	IBM CORPORATION	5045	06175775800, PA 15264-0000	\$2,209.40
01/25/2018	01/26/2018	203347935	65230978026000000464570	RU CONT STUDIES	8220	7329324700, NJ 08901-0000	\$750.00
02/08/2018	02/12/2018	204266118	85134258040900011900013	OBVERSE CORPORATION	7392	WASHINGTON, DC 20012-0000	\$500.00
02/20/2018	02/22/2018	204767015	55500368052036145054145	THE WINK HOTEL	7011	WASHINGTON, DC 20037-0000	\$290.44
02/22/2018	02/23/2018	204844049	55446418054400787000022	CHAMPION AWARDS	5999	02026386777, DC 20001-0000	\$364.00
02/25/2018	02/26/2018	204975899	55432868056200952578707	AMAZON MKTPLACE PMTS	5942	AMZN.COM/BILL, WA 98109-0000	\$37.06
03/01/2018	03/02/2018	205274043	55446418061206782900012	SOFTWARE INFORMATION R	7372	02025362800, DC 20037-0000	\$1,733.84
03/07/2018	03/09/2018	205700816	85134258067900012000019	OBVERSE CORPORATION	7392	WASHINGTON, DC 20012-0000	\$500.00

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Central Bill Reconciliation

Page 2 of 3

# Central Bill Reconciliation

## DCPCARD

Date/Time Printed: 01/23/2019 02:02:39 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/1/2017' AND '9/30/2018'

Transaction Date	Post Date	Transaction ID	Microreference	Merchant Name	MCC	Merchant City, State/Province, Country	Transaction Amount
<b>Billed to Account: *****7503</b>							
<b>JACKSON, ROBIN Y</b>		<b>Diverted From Account: *****5047</b>			<b>Central Bill Account: *****7503</b>		
03/26/2018	03/26/2018	206680179	15265678084000155660731	INTERNATIONAL TRANSACTION	0000	FEE, N/A 00000-0000	\$10.95
03/26/2018	03/26/2018	206680180	15265678084000155660731	HOTEL ON BOOKING.COM	7011	AMSTERDAM, NLD 00000-0000 NL	\$1,095.25
03/26/2018	03/26/2018	206680181	15265678085000004103726	INTERNATIONAL TRANSACTION	0000	FEE, N/A 00000-0000	\$14.06
03/26/2018	03/26/2018	206680182	15265678085000004103726	HOTEL ON BOOKING.COM	7011	AMSTERDAM, NLD 00000-0000 NL	\$1,405.53
03/26/2018	03/27/2018	206746460	55446418086206782200018	SOFTWARE INFORMATION R	7372	02025362800, DC 20037-0000	\$201.05
03/26/2018	04/06/2018	207312516	75568208096000004103727	FRAUD CREDIT BJD	0000	N/A, N/A 00000-0000	(\$14.06)
03/26/2018	04/06/2018	207312517	75568208096000004103727	FRAUD CREDIT BJD	7011	N/A, N/A 00000-0000	(\$1,405.53)
03/26/2018	04/06/2018	207312518	75568208096000155660731	FRAUD CREDIT BJD	0000	N/A, N/A 00000-0000	(\$10.95)
03/26/2018	04/06/2018	207312519	75568208096000155660731	FRAUD CREDIT BJD	7011	N/A, N/A 00000-0000	(\$1,095.25)
03/28/2018	03/29/2018	206883180	55436878088130884647428	EVENTS DC SPORT AND EN	7399	202-2493000, DC 20001-0000	\$300.00
<b>JACKSON, ROBIN Y Total</b>				<b>10</b>			<b>\$501.05</b>
<b>JACKSON, ROBIN Y</b>		<b>Diverted From Account: *****6816</b>			<b>Central Bill Account: *****7503</b>		
10/05/2017	10/06/2017	197630286	55446417278083197557849	MVS INC	7399	02027227981, DC 20036-0000	\$128.94
10/06/2017	10/09/2017	197743007	55432867279200428221125	THOMSON WEST*TCD	8999	800-328-4880, MN 55123-0000	\$566.25
10/10/2017	10/11/2017	197839273	55429507283894098990562	PAYPAL *CAPTIONINGS	8999	4029357733, CA 95131-0000	\$360.50
10/12/2017	10/16/2017	198119624	75337007286418600348833	FORMOST ADVANCED CRE	7333	2022696696, DC 20020-0000	\$29.50
10/18/2017	10/20/2017	198414680	85134257292900011500018	OBVERSE CORPORATION	7392	WASHINGTON, DC 20012-0000	\$500.00
10/19/2017	10/23/2017	198558508	85432577293080080931375	FIREHOOK JUDICIARY SQU	5462	WASHINGTON, DC 20001-0000	\$73.20
10/23/2017	10/24/2017	198624505	55432867296200354594247	SQ *SQ *LOTHERY & ASSO	7392	ALEXANDRIA, VA 22312-0000	\$4,800.00
11/06/2017	11/08/2017	199567519	85134257311900011600013	OBVERSE CORPORATION	7392	WASHINGTON, DC 20012-0000	\$500.00
11/10/2017	11/13/2017	199834511	55446417314083023634032	MVS INC	7399	02027227981, DC 20036-0000	\$925.48
11/19/2017	11/20/2017	200246411	55432867323200445885551	MARRIOTT PHILAD DTOWN	3509	866-435-7627, PA 19107-0000	\$693.00

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Central Bill Reconciliation

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# Central Bill Reconciliation

## DCPCARD

Date/Time Printed: 01/23/2019 02:02:39 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/1/2017' AND '9/30/2018'

Transaction Date	Post Date	Transaction ID	Microreference	Merchant Name	MCC	Merchant City, State/Province, Country	Transaction Amount
<b>Billed to Account: *****7503</b>							
<b>JACKSON, ROBIN Y</b>		<b>Diverted From Account: *****6816</b>			<b>Central Bill Account: *****7503</b>		
03/08/2018	03/09/2018	205700817	85454918067900010612162	BLUEBAY OFFICE INC	5943	202-3371003, DC 20016-0000	\$925.00
03/08/2018	03/09/2018	205700818	55506298067014000614929	AOP BUSINESS SERVICES	5111	02025260586, DC 94043-0000	\$240.36
03/12/2018	03/13/2018	205899576	55432868071200913705457	INT*IN *NASW METRO WAS	8398	202-3368395, DC 20002-0000	\$275.00
03/12/2018	03/13/2018	205899577	55429508071894991241356	PAYPAL *REESESCATER	8999	4029357733, CA 95131-0000	\$1,700.00
03/16/2018	03/19/2018	206263553	85544028077001449011700	NATIONAL ASSOCIATION O	8699	202-326-6034, DC 20036-0000	\$100.00
<b>JACKSON, ROBIN Y Total</b>				<b>37</b>			<b>\$27,765.89</b>
<b>LOVE, KRISTY</b>		<b>Diverted From Account: *****2501</b>			<b>Central Bill Account: *****7503</b>		
02/01/2018	02/02/2018	203731322	75337008032485800068342	OFFICE CATERING	5811	3017722323, MD 20743-0000	\$102.00
<b>LOVE, KRISTY Total</b>				<b>1</b>			<b>\$102.00</b>
<b>*****7503 Total</b>				<b>48</b>			<b>\$28,368.94</b>
<b>Grand Totals</b>				<b>48</b>			<b>\$28,368.94</b>

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Central Bill Reconciliation

# Central Bill Reconciliation

## DCPCARD

Date/Time Printed: 01/24/2019 03:14:01 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2017' AND '09/30/2018' AND Transaction Type <> 'Payment'

Transaction Date	Post Date	Transaction ID	Reference Number	Merchant Name	MCC	Merchant City	Merchant State/Province	Merchant ZIP/Postal	Merchant Country	Transaction Amount
<b>Billed to Account: *****3431</b>										
<b>JACKSON, ROBIN</b>				<b>Account Number: *****7940</b>				<b>Central Bill Account: *****3431</b>		
04/03/2018	04/04/2018	2574159794001	55429508093894849632107	PAYPAL	8999	4029357733	CA	95131-0000	USA	\$510.00
04/03/2018	04/05/2018	2574951699001	85134258094900012100014	OBVERSE CORPORATION	7392	WASHINGTON	DC	20012-0000	USA	\$500.00
04/03/2018	04/05/2018	2574951700001	85431548094701262348483	AMERITEL COMMUNICATION	5044	GAITHERSBURG	MD	20877-2142	USA	\$1,072.35
04/04/2018	04/05/2018	2574951701001	55506298094014000660440	AOP BUSINESS SERVICES	5111	02025260586	DC	94043-0000	USA	\$735.65
04/06/2018	04/09/2018	2576831422001	75418238096053265015204	SMK	5968	971-2445555	CA	94301	USA	\$408.00
04/10/2018	04/11/2018	2578325276001	85180898100980175881087	EXPRESS DRY CLEANING	7216	BRISTOW	VA	20136-0000	USA	\$504.00
04/12/2018	04/13/2018	2580107350001	75418238102053504392069	WEB	5968	888-6429675	FL	32258-0000	USA	\$116.94
05/03/2018	05/04/2018	2593299765001	55432868123200772440285	INT*IN *SUPRETECH, INC	7372	202-7267200	DC	20011-0000	USA	\$1,717.51
05/04/2018	05/07/2018	2594403075001	55429508124894081417665	PAYPAL	7392	4029357733	CO	80526-0000	USA	\$600.00
05/08/2018	05/10/2018	2596766177001	85134258129900012200011	OBVERSE CORPORATION	7392	WASHINGTON	DC	20012-0000	USA	\$500.00
05/14/2018	05/15/2018	2599435871001	55432868134200836798790	INT*IN *SUPRETECH, INC	7372	202-7267200	DC	20011-0000	USA	\$559.25
05/14/2018	05/15/2018	2599435872001	55429508134894477770758	PAYPAL	8999	4029357733	CA	95131-0000	USA	\$235.00
05/16/2018	05/18/2018	2602002261001	85431548137701262343590	AMERITEL COMMUNICATION	5044	GAITHERSBURG	MD	20877-2142	USA	\$79.83
05/22/2018	05/23/2018	2604572971001	55429508143027410067888	NOVELL	7372	08018617000	UT	84606	USA	\$2,635.00
05/22/2018	05/24/2018	2605429683001	55417348143871433516123	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$694.10
05/22/2018	05/24/2018	2605429684001	55417348143871433866189	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
05/31/2018	06/04/2018	2610730281001	85134258152900012300019	OBVERSE CORPORATION	7392	WASHINGTON	DC	20012-0000	USA	\$500.00
06/01/2018	06/04/2018	2610730282001	55446418153200343000015	NATIONAL CRIMINAL JUST	8699	02026288550	DC	20001-0000	USA	\$475.00
06/07/2018	06/11/2018	2615056166001	55417348159871593512269	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$396.40
06/07/2018	06/11/2018	2615056167001	55417348159871593842922	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
06/18/2018	06/19/2018	2619918682001	85454918169900014312899	BLUEBAY OFFICE INC	5943	WASHINGTON	DC	20016-2324	USA	\$1,624.00

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Central Bill Reconciliation

# Central Bill Reconciliation

## DCPCARD

Date/Time Printed: 01/24/2019 03:14:01 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2017' AND '09/30/2018' AND Transaction Type <> 'Payment'

Transaction Date	Post Date	Transaction ID	Reference Number	Merchant Name	MCC	Merchant City	Merchant State/Province	Merchant ZIP/Postal	Merchant Country	Transaction Amount
06/19/2018	06/20/2018	2620698325001	55506298170014000668515	AOP BUSINESS SERVICES	5111	02025260586	DC	94043-0000	USA	\$240.06
06/26/2018	06/28/2018	2625693849001	55417348178871783432168	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$440.40
06/26/2018	06/28/2018	2625693850001	55417348178871783768090	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
06/26/2018	06/28/2018	2625693851001	55499678178823073482503	AMTRAK .CO17	4112	08008727245	DC	20002-0000	USA	\$56.00
06/28/2018	06/29/2018	2626518281001	55432868179200163371589	MARRIOTT SALT LAKE CIT	3509	SALT LAKE CITY	UT	84111	USA	\$504.75
06/29/2018	07/02/2018	2627539367001	65230978181000000497969	RU CONT STUDIES	8220	7329324700	NJ	08901-0000	USA	\$1,950.00
07/03/2018	07/03/2018	2628101381001	55432868184200014511964	COMCAST	4899	800-COMCAST	MD	21236	USA	\$32.94
07/03/2018	07/05/2018	2629018945001	85134258185900012400018	OBVERSE CORPORATION	7392	WASHINGTON	DC	20012-0000	USA	\$500.00
07/09/2018	07/10/2018	2630804459001	55432868190200193047006	AMAZON MKTPLACE PMTS	5942	AMZN. COM/BILL	WA	98108-0000	USA	\$13.99
07/21/2018	07/23/2018	2638464513001	55432868202200473611618	COMCAST	4899	800-COMCAST	MD	21236	USA	\$200.00
07/23/2018	07/24/2018	2639103100001	55432868204200918430010	RENAISSANCE HOTEL FT W	3530	FT. WORTH	TX	76102	USA	\$192.51
07/23/2018	07/24/2018	2639103101001	55425658204083217876354	VERITAS CONSULTING GRO	7393	2027871823	DC	20001-0000	USA	\$3,151.00
07/24/2018	07/25/2018	2639886112001	05134378206600025843365	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
07/25/2018	07/26/2018	2640709055001	55432868206200356602367	RENAISSANCE HOTEL FT W	3530	FT. WORTH	TX	76102	USA	\$385.02
07/25/2018	07/26/2018	2640709056001	55429508206894417867071	PAYPAL	8999	4029357733	CA	95131-0000	USA	\$1,286.55
07/29/2018	07/30/2018	2642564799001	55432868210200019762735	WEBEX *WEBEX.COM	7399	916-861-3157			USA	\$468.00
07/30/2018	07/31/2018	2643189990001	55432868211200302157220	SQ *SQ *BPM BI INC	7372	GOSQ.COM	DC	20003-0000	USA	\$730.00
07/31/2018	08/01/2018	2643937646001	05134378213600027011533	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
08/01/2018	08/03/2018	2645588365001	85134258214900012500010	OBVERSE CORPORATION	7392	WASHINGTON	DC	20012-0000	USA	\$250.00
08/02/2018	08/03/2018	2645588366001	55420598214630179416750	USM BUSINESS OFFICE	8220	GORHAM	ME	04038-1016	USA	\$750.00
08/03/2018	08/06/2018	2646613230001	05436848216200060206795	METRO 023-JUDICIARY SQ	4111	WASHINGTON	DC	20001	USA	\$17.00
08/10/2018	08/13/2018	2650696498001	55432868222200472251693	SQ *SQ *BPM BI INC	7372	GOSQ.COM	DC	20003-0000	USA	\$566.47
08/14/2018	08/15/2018	2652114763001	55432868226200258453196	INT*IN *CHANGING TECHN	7392	202-6883631	DC	20010-0000	USA	\$2,155.50



# Central Bill Reconciliation

DCPCARD

Date/Time Printed: 01/24/2019 03:14:01 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2017' AND '09/30/2018' AND Transaction Type <> 'Payment'

Transaction Date	Post Date	Transaction ID	Reference Number	Merchant Name	MCC	Merchant City	Merchant State/Province	Merchant ZIP/Postal	Merchant Country	Transaction Amount
08/15/2018	08/17/2018	2653796468001	85431548228701262345744	AMERITEL COMMUNICATION	5044	GAITHERSBURG	MD	20877-2142	USA	\$30.50
08/15/2018	08/17/2018	2653796469001	05436848228200087632847	METRO 023-JUDICIARY SQ	4111	WASHINGTON	DC	20001	USA	\$30.00
08/21/2018	08/23/2018	2657144364001	85134258234900012600014	OBVERSE CORPORATION	7392	WASHINGTON	DC	20012-0000	USA	\$1,200.00
08/24/2018	08/27/2018	2659065734001	8230009823600000463443	SNAPPA.IO	5734	OTTAWA	ON		CAN	\$120.00
08/24/2018	08/27/2018	2659065735001	85493348237833038595093	PIKTOCHARTCO	5817	BAYAN BARU	MYS	119500000	MYS	\$290.00
08/24/2018	08/27/2018	2659065736001	55429508236637307781827	HEMINGWAY APP	5192	6502043486	CA	94103-0000	USA	\$19.99
08/24/2018	08/27/2018	2659065737001	55417348237872372891953	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$458.60
08/24/2018	08/27/2018	2659065738001	55417348237872373210880	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
08/28/2018	08/29/2018	2660512258001	55432868240200907094120	INT*IN *CRADLE SYSTEMS	5045	202-7016199	DC	20006-0000	USA	\$1,600.00
08/30/2018	08/31/2018	2662189200001	82306068242900013100339	ALTOVA, INC.	5045	BEVERLY	MA	01915-6176	USA	\$249.75
08/31/2018	09/03/2018	2663176137001	85431548243701392160329	MVS INC	7379	202-722-7981	DC	20036-0000	USA	\$1,817.92
09/05/2018	09/06/2018	2664790301001	05227028249500221752568	AMERICAN SOCIETY OF CR	8299	614-292-9207	OH	43212-0000	USA	\$150.00
09/06/2018	09/07/2018	2665617015001	55500368249083187724049	PUBLIC PERFORMANCE MAN	7392	2027358899	DC	20009-0000	USA	\$1,239.33
09/06/2018	09/07/2018	2665617016001	55500368249083213671685	EDUTENSILS	8299	02027358899	DC	20009-0000	USA	\$940.77
09/07/2018	09/10/2018	2666732829001	55432868251200076954407	UNITED AIRLINES	3000	HOUSTON	TX	77002-7363	USA	\$195.20
09/07/2018	09/10/2018	2666732828001	55417348251872512982838	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
09/07/2018	09/10/2018	2666732827001	55500368250083237315620	PUBLIC PM.COM	8299	2027358899	DC	20009-0000	USA	\$3,777.84
09/12/2018	09/13/2018	2669194889001	55432868255200863822268	MARRIOTT ATLANTA MARQU	3509	866-435-7627	GA	30303	USA	\$716.40
09/12/2018	09/13/2018	2669194890001	55432868255200879200079	SQ *SQ *BPM BI INC	7372	GOSQ.COM	DC	20003-0000	USA	\$467.00
09/12/2018	09/14/2018	2670122810001	55417348256872563635207	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
09/12/2018	09/14/2018	2670122809001	55417348256872564555750	DELTA	3058	ATLANTA	GA	30354-0000	USA	\$88.20
09/12/2018	09/14/2018	2670122808001	55417348256872563215927	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$103.20
09/12/2018	09/14/2018	2670122811001	85431548256701392160398	MVS INC	7379	202-722-7981	DC	20036-0000	USA	\$1,196.31
09/12/2018	09/14/2018	2670122812001	75337008256479600260067	FORMOST ADVANCED CRE	7333	WASHINGTON	DC	20020-0000	USA	\$59.00

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 Central Bill Reconciliation

# Central Bill Reconciliation

DCPCARD

Date/Time Printed: 01/24/2019 03:14:01 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2017' AND '09/30/2018' AND Transaction Type <> 'Payment'

Transaction Date	Post Date	Transaction ID	Reference Number	Merchant Name	MCC	Merchant City	Merchant State/Province	Merchant ZIP/Postal	Merchant Country	Transaction Amount
09/21/2018	09/24/2018	2675860388001	55432868264200629950311	SQ *SQ *BPM BI INC	7372	GOSQ.COM	DC	20003-0000	USA	\$1,874.34
09/21/2018	09/24/2018	2675860389001	55506298265014000281695	AOP BUSINESS SERVICES	5111	02025260586	DC	94043-0000	USA	\$1,748.91
09/24/2018	09/25/2018	2676594991001	85454918267900018614051	BLUEBAY OFFICE INC	5943	WASHINGTON	DC	20016-2324	USA	\$1,046.00
09/25/2018	09/26/2018	2677469455001	55500368268083007704060	EDUTENSILS	8299	02027358899	DC	20009-0000	USA	(\$940.77)
09/25/2018	09/26/2018	2677469456001	55417348269582690634180	FRONTIER B66TWC	3132	DENVER	CO	80249-0000	USA	\$93.20
09/25/2018	09/27/2018	2678396859001	55417348269872692912621	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$246.80
09/25/2018	09/27/2018	2678396860001	55417348269872693297493	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
<b>JACKSON, ROBIN *****7940 Sub-Total:</b>				<b>75 Transaction(s)</b>						<b>\$46,817.71</b>
<b>*****3431 Sub-Total:</b>				<b>75 Transaction(s)</b>						<b>\$46,817.71</b>
<b>Grand Total:</b>				<b>75 Transaction(s)</b>						<b>\$46,817.71</b>

# Central Bill Reconciliation

DCPCARD

Date/Time Printed: 01/24/2019 03:15:59 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2018' AND '01/31/2019' AND Transaction Type <> 'Payment'

Transaction Date	Post Date	Transaction ID	Reference Number	Merchant Name	MCC	Merchant City	Merchant State/Province	Merchant ZIP/Postal	Merchant Country	Transaction Amount
<b>Billed to Account: *****3431</b>										
<b>JACKSON, ROBIN</b>				<b>Account Number: *****7940</b>				<b>Central Bill Account: *****3431</b>		
09/28/2018	10/01/2018	2680534319001	85431548273701262342737	AMERITEL COMMUNICATION	5044	GAITHERSBURG	MD	20877-2142	USA	\$43.93
09/28/2018	10/01/2018	2680534318001	55506298271014000625851	AOP BUSINESS SERVICES	5111	02025260586	DC	94043-0000	USA	(\$1,748.91)
09/28/2018	10/01/2018	2680534317001	55506298271014000625836	AOP BUSINESS SERVICES	5111	02025260586	DC	94043-0000	USA	\$1,748.91
09/28/2018	10/01/2018	2680534316001	55432868271200017237918	SQ *SQ *ISRAEL MANOR I	8398	WASHINGTON	DC	20018-0000	USA	\$536.00
10/02/2018	10/03/2018	2682139826001	85431548275701392160627	MVS INC	7379	202-722-7981	DC	20036-0000	USA	(\$1,196.31)
10/03/2018	10/05/2018	2683992781001	85134258277900012700010	OBVERSE CORPORATION	7392	WASHINGTON	DC	20012-0000	USA	\$800.00
10/09/2018	10/11/2018	2687565654001	55417348283872832967685	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$389.30
10/09/2018	10/11/2018	2687565655001	55417348283872833344082	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
10/12/2018	10/12/2018	2688478812001	55432868285200793446455	WEBEX *WEBEX.COM	7399	916-861-3157			USA	\$1.44
10/17/2018	10/18/2018	2692191522001	75337008290485700055628	OFFICE CATERING	5811	3017722323	MD	20743-0000	USA	\$753.25
10/17/2018	10/18/2018	2692191523001	55457028290286774800012	DIGITAL GOV. INSTITUTE	7399	7037526243	VA	22182-0000	USA	\$995.00
10/17/2018	10/18/2018	2692191524001	55457028290286774800020	DIGITAL GOV. INSTITUTE	7399	7037526243	VA	22182-0000	USA	\$995.00
10/17/2018	10/18/2018	2692191525001	55457028290286774800038	DIGITAL GOV. INSTITUTE	7399	7037526243	VA	22182-0000	USA	\$995.00
10/19/2018	10/22/2018	2694322891001	55432868292200372302989	INT*IN *ACSI	7399	202-5998456	MD	20852-0000	USA	\$800.00
10/22/2018	10/23/2018	2695071713001	05227028296500221705543	TRANSLATI AMERICAN SOCIETY OF CR	8299	614-292-9207	OH	43212-0000	USA	\$200.00
10/23/2018	10/25/2018	2696862704001	55417348297872974173732	DELTA	3058	ATLANTA	GA	30354-0000	USA	\$298.40
10/23/2018	10/25/2018	2696862705001	55417348297872973386004	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
10/25/2018	10/25/2018	2696862706001	55432868298200432644382	DMI* DELL HLTHCR/REL	5045	800-274-1550			USA	\$1,066.28
10/30/2018	10/31/2018	2700546658001	05134378304600035634797	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
10/30/2018	10/31/2018	2700546657001	05134378304600035634615	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
10/30/2018	10/31/2018	2700546656001	55432868303200552943013	INT*IN *OPTION TECHNOL	7399	407-8723333	FL	32811-0000	USA	\$792.00

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Central Bill Reconciliation

# Central Bill Reconciliation

## DCPCARD

Date/Time Printed: 01/24/2019 03:15:59 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '01/01/2018' AND '01/31/2019' AND Transaction Type <> 'Payment'

Transaction Date	Post Date	Transaction ID	Reference Number	Merchant Name	MCC	Merchant City	Merchant State/Province	Merchant ZIP/Postal	Merchant Country	Transaction Amount
10/30/2018	10/31/2018	2700546655001	75337008303488000074237	OFFICE CATERING	5811	3017722323	MD	20743-0000	USA	\$678.50
10/30/2018	10/31/2018	2700546654001	75337008303488000074229	OFFICE CATERING	5811	3017722323	MD	20743-0000	USA	\$198.50
10/30/2018	10/31/2018	2700546659001	05134378304600035634870	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
10/31/2018	11/01/2018	2701379573001	05134378305600034202660	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
10/31/2018	11/01/2018	2701379572001	05134378305600034202587	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
10/31/2018	11/01/2018	2701379574001	05134378305600034202744	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
10/31/2018	11/01/2018	2701379575001	05134378305600034202827	FBI IDENTIFICATION REC	9399	304-625-5590	WV	26306	USA	\$18.00
11/06/2018	11/07/2018	2704927687001	55432868310200010068776	INT*IN *CHANGING TECHN	7392	202-6883631	DC	20010-0000	USA	\$2,535.00
11/07/2018	11/09/2018	2706792456001	55417348312873123437201	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$15.00
11/12/2018	11/13/2018	2708684752001	55432868316200175466686	MARRIOTT ATLANTA MARQU JRSA	3509	866-435-7627	GA	30303	USA	\$716.40
11/13/2018	11/14/2018	2709534109001	55429508317894383879494	JRSA	8398	2028429330	DC	20001-0000	USA	\$475.00
11/16/2018	11/19/2018	2712619220001	55436878320263203834977	WESTIN PEACHTREE PLAZA	3513	404-6591400	GA	30303-0000	USA	\$206.07
11/21/2018	11/23/2018	2714666967001	55432868325200164504876	INT*IN *CHANGING TECHN	7392	202-6883631	DC	20010-0000	USA	\$1,792.43
11/20/2018	11/23/2018	2714666966001	55310208325708428650059	HOTEL INDIGO DOWNTOWN	3813	ATLANTA	GA	30303-0000	USA	\$502.47
11/21/2018	11/23/2018	2714666968001	55417348326873263899115	DELTA	3058	ATLANTA	GA	30354-0000	USA	\$564.41
11/21/2018	11/23/2018	2714666969001	55417348326873263243215	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
11/27/2018	11/28/2018	2716576019001	55429508331894961793903	JRSA	8398	2028429330	DC	20001-0000	USA	\$17.00
12/03/2018	12/04/2018	2720355679001	55429508337894243233946	PAYPAL	8999	4029357733	CA	95131-0000	USA	\$200.00
12/14/2018	12/17/2018	2728798127001	55417348349873492557982	AMERICAN AIRLINES	3001	LAGRANGE	GA	85034-0000	USA	\$467.10
12/14/2018	12/17/2018	2728798128001	55417348349873492839018	AGENT FEE 89	4511	DIRECT TRAVEL	NJ	22201-0000	USA	\$30.00
12/18/2018	12/20/2018	2730998993001	75337008353487500063095	OFFICE CATERING	5811	3017722323	MD	20743-0000	USA	\$473.25
12/20/2018	12/21/2018	2731756541001	55432868354200065604175	THOMSON WEST	8999	800-328-4880	MN	55123-0000	USA	\$48.36
12/20/2018	12/21/2018	2731756542001	55432868354200065604464	THOMSON WEST	8999	800-328-4880	MN	55123-0000	USA	\$48.36
12/20/2018	12/21/2018	2731756543001	55432868354200140305988	THOMSON WEST	8999	800-328-4880	MN	55123-0000	USA	\$1,350.00

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 Central Bill Reconciliation

# Central Bill Reconciliation

DCPCARD

Date/Time Printed: 01/24/2019 03:15:59 PM

Orientation: Landscape

Selection Criteria: Post Date Is Between '10/01/2018' AND '01/31/2019' AND Transaction Type <> 'Payment'

Transaction Date	Post Date	Transaction ID	Reference Number	Merchant Name	MCC	Merchant City	Merchant State/Province	Merchant ZIP/Postal	Merchant Country	Transaction Amount
01/08/2019	01/09/2019	2738017316001	55446419009200343100041	NATIONAL CRIMINAL JUST	8699	02026288550	DC	20001-0000	USA	\$500.00
01/16/2019	01/18/2019	2744298542001	85431549017701392161386	MVS INC	7379	202-722-7981	DC	20036-0000	USA	\$2,456.55
<b>JACKSON, ROBIN *****7940 Sub-Total:</b>				<b>47 Transaction(s)</b>						<b>\$20,959.69</b>
<b>*****3431 Sub-Total:</b>				<b>47 Transaction(s)</b>						<b>\$20,959.69</b>
<b>Grand Total:</b>				<b>47 Transaction(s)</b>						<b>\$20,959.69</b>

**ATTACHMENT D**

**CJCC PROCUREMENTS**  
(FY 2018 and FY 2019, as of 1.31.2019)

Procurement Number	Procurement Title	FY 2018 Amount	FY 2019 Amount	Total Amount
2018-001	...	...	...	...
2018-002	...	...	...	...
2018-003	...	...	...	...
2018-004	...	...	...	...
2018-005	...	...	...	...
2018-006	...	...	...	...
2018-007	...	...	...	...
2018-008	...	...	...	...
2018-009	...	...	...	...
2018-010	...	...	...	...
2018-011	...	...	...	...
2018-012	...	...	...	...
2018-013	...	...	...	...
2018-014	...	...	...	...
2018-015	...	...	...	...
2018-016	...	...	...	...
2018-017	...	...	...	...
2018-018	...	...	...	...
2018-019	...	...	...	...
2018-020	...	...	...	...
2018-021	...	...	...	...
2018-022	...	...	...	...
2018-023	...	...	...	...
2018-024	...	...	...	...
2018-025	...	...	...	...
2018-026	...	...	...	...
2018-027	...	...	...	...
2018-028	...	...	...	...
2018-029	...	...	...	...
2018-030	...	...	...	...
2018-031	...	...	...	...
2018-032	...	...	...	...
2018-033	...	...	...	...
2018-034	...	...	...	...
2018-035	...	...	...	...
2018-036	...	...	...	...
2018-037	...	...	...	...
2018-038	...	...	...	...
2018-039	...	...	...	...
2018-040	...	...	...	...
2018-041	...	...	...	...
2018-042	...	...	...	...
2018-043	...	...	...	...
2018-044	...	...	...	...
2018-045	...	...	...	...
2018-046	...	...	...	...
2018-047	...	...	...	...
2018-048	...	...	...	...
2018-049	...	...	...	...
2018-050	...	...	...	...
2018-051	...	...	...	...
2018-052	...	...	...	...
2018-053	...	...	...	...
2018-054	...	...	...	...
2018-055	...	...	...	...
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2018-057	...	...	...	...
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2018-059	...	...	...	...
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2018-062	...	...	...	...
2018-063	...	...	...	...
2018-064	...	...	...	...
2018-065	...	...	...	...
2018-066	...	...	...	...
2018-067	...	...	...	...
2018-068	...	...	...	...
2018-069	...	...	...	...
2018-070	...	...	...	...
2018-071	...	...	...	...
2018-072	...	...	...	...
2018-073	...	...	...	...
2018-074	...	...	...	...
2018-075	...	...	...	...
2018-076	...	...	...	...
2018-077	...	...	...	...
2018-078	...	...	...	...
2018-079	...	...	...	...
2018-080	...	...	...	...
2018-081	...	...	...	...
2018-082	...	...	...	...
2018-083	...	...	...	...
2018-084	...	...	...	...
2018-085	...	...	...	...
2018-086	...	...	...	...
2018-087	...	...	...	...
2018-088	...	...	...	...
2018-089	...	...	...	...
2018-090	...	...	...	...
2018-091	...	...	...	...
2018-092	...	...	...	...
2018-093	...	...	...	...
2018-094	...	...	...	...
2018-095	...	...	...	...
2018-096	...	...	...	...
2018-097	...	...	...	...
2018-098	...	...	...	...
2018-099	...	...	...	...
2018-100	...	...	...	...



**CJCC PURCHASE ORDERS (FY 2018)**

<b>VENDOR</b>	<b>PO #</b>	<b>BASE or OPTION YEAR</b>	<b>SUBJECT/END PRODUCT or SERVICE</b>	<b>PO TOTAL</b>	<b>AMOUNT SPENT</b>	<b>CONTRACT TERM</b>	<b>COMPETITION (Yes or No)</b>	<b>CONTRACT ADMINISTRATOR</b>	<b>FUNDING SOURCE</b>
Enlightened, Inc.	PO572393	N/A	Continuation of FY 2017 PO558608-V2 [re CJCC Information Technology Development Services Contract (FY 2017)](Contract CW49922)(FY 2018)	\$240,796.27	\$121,120.00	2.7.17 to 2.6.18	Yes	RYJackson	Local Funds
Mb Staffing Services	PO572166	N/A	Continuation of PO563364-V3 (re CJCC Legal Consultant & Automation of State of Justice Report)(FY 2018)	\$8,580.24	\$6,077.60	10.1.17 to 12.31.17	Yes	RYJackson	Local Funds
Enlightened, Inc.	PO578497-V3	OY1	CJCC Information Technology Development Services Contract (CW49922 - Option Year 1)(FY 2018)	\$332,800.00	\$245,280.00	2.7.17 to 2.6.21	Yes	RYJackson	Local and Grant Funds
SupreTech	PO573631	N/A	Kemp Load Balancers & Service Agreement (1 year)(FY 2018)	\$9,283.68	\$9,283.68	11.6.17 to 11.6.18	Yes	RYJackson	Federal Funds
MTB Enterprises	PO574848	N/A	Annual Report (2017)	\$12,499.00	\$12,499.00	11.17.17 to 4.17.18	Yes	RYJackson	Federal Funds
Blueprint Consulting Services	PO580618	Base	IT Consultant (re Leveraging JUSTIS to Develop a DC Justice System Analytical Tool - Phase 2 - FY 2018)	\$199,784.00	\$171,243.43	4.18.18 to 9.30.18	Yes	RYJackson	Federal and Grant Funds
CRP, Inc.	PO584839-V2	N/A	Police-Community Relations Survey (FY 2018)	\$75,000.00	\$75,000.00	9.5.18 to 9.5.19	Yes	RYJackson	Intra-District
Mindcubed	PO582616	N/A	Privacy and Data Sharing Project Legal Consultant (FY 2018)	\$59,920.80	\$59,920.80	3.15.18 to 9.30.18	Yes	RYJackson	Local Funds
Dell	PO582657	N/A	CJCC Office365 Enterprise User License Upgrade (FY 2018)	\$132.10	\$132.10	6.1.18 to 11.30.18	Yes	RYJackson	Local Funds
MVS, Inc.	PO585735	Base	JUSTIS Infrastructure Upgrade (Hardware)(FY 2018)	\$80,642.70	\$80,642.70	5.1.18 to 4.30.23	Yes	RYJackson	Federal and Local Funds
C.L. Russell Group, LLC	PO583475	N/A	Project Management Essentials Workshop (FY 2018)	\$3,500.00	\$3,500.00	N/A	No	RYJackson	Federal Funds

VENDOR	PO #	BASE or OPTION YEAR	SUBJECT/END PRODUCT or SERVICE	PO TOTAL	AMOUNT SPENT	CONTRACT TERM	COMPETITION (Yes or No)	CONTRACT ADMINISTRATOR	FUNDING SOURCE
Public Performance Management	PO585222	Base	JSAT (Hardware)	\$17,273.55	\$17,273.55	7.1.18 to 6.30.23	Yes	RYJackson	Federal Funds
SupreTech	PO585915	N/A	JSAT (Software)	\$43,614.64	\$43,614.64	N/A	Yes	RYJackson	Federal and Local Funds
SupreTech	PO586506	N/A	System-to-System Exchange Upgrade (JUSTIS BizTalk 2016 Software)(FY	\$247,812.00	\$247,812.00	N/A	Yes	RYJackson	Federal Funds
Public Performance Management	PO588531	Base	JUSTIS Infrastructure Upgrade (Software)(FY 2018)(Base Yr)	\$8,482.20	\$8,482.20	8.1.18 to 9.30.20	Yes	RYJackson	Local Funds
Captioning Services, LLC	PO588032-V2	N/A	Transcription Services (re root cause analysis project)(FY 2018)	\$8,616.00	\$6,750.00	8.14.18 to 9.30.18	Yes	RYJackson	Local Funds
SupreTech	PO589051-V2	Base	CJCC SharePoint Server (FY 2018)	\$17,568.60	\$17,568.60	9.1.18 to 8.31.23	Yes	RYJackson	Local Funds
Microsoft Corp	PO588545	N/A	Microsoft Premier Support Services Contract (FY 2018)	\$67,118.00	\$67,118.00	8.22.18 to 8.21.19	No	RYJackson	Local Funds
ABC Technical Solutions	PO589395	Base	CJCC Desktop Computer Replacement (FY 2018)	\$14,313.42	\$14,313.42	9.1.18 to 8.31.23	Yes	RYJackson	Federal and Local Funds

**CJCC PURCHASE ORDERS (FY 2019 as of 1.31.2019)**

<b>VENDOR</b>	<b>PO #</b>	<b>BASE or OPTION YEAR</b>	<b>SUBJECT/END PRODUCT or SERVICE</b>	<b>PO TOTAL</b>	<b>AMOUNT SPENT TO DATE</b>	<b>CONTRACT TERM</b>	<b>COMPETITION (Yes or No)</b>	<b>CONTRACT ADMINISTRATOR</b>	<b>FUNDING SOURCE</b>
Blueprint Consulting Services	PO591616	OY1	IT Consultant (Option Year 1)(re JSAT - Phase 2 - FY 2019)	\$300,000.00	\$75,000.00	3.5.18 to 9.30.19	Yes	RYJackson	Local Funds
CRP, Inc.	PO591617	N/A	Continuation of FY 2018 PO584839-V2 re the Police-Community Relations Survey (FY 2019)	\$74,988.46	\$39,201.54	6.11.18 to 6.11.19	Yes	RYJackson	Local Funds
Enlightened, Inc.	PO591618-V2	OY1	Continuation of FY 2018 PO578497-V3 re CJCC IT Development Services Contract (CW4922 - Option Year 1)(FY 2019)	\$119,200.00	\$85,600.00	2.7.17 to 2.6.20	Yes	RYJackson	Federal and Grant Funds
Obverse, Inc.	PO593710	N/A	Web Server and Hosting Services Agreement (re Resource Locator and JSAT)(FY 2019)	\$8,800.00	\$7,200.00	11.1.18 to 9.30.19	No	RYJackson	Federal Funds
Changing Technologies	PO596927	Base	CJCC File Server Replacement (FY 2019)	\$12,270.66	\$0.00	11.1.18 to 10.31.23	Yes	RYJackson	Federal Funds
Senoda, Inc.	PO595491	N/A	Annual Report (2018)	\$6,602.00	\$0.00	11.20.18 to 3.20.19	Yes	RYJackson	Federal Funds
The Clearing	PO595750	N/A	Strategic Planning Meeting Facilitator (FY 2019)	\$13,120.00	\$13,120.00	11.27.18 to 11.21.19	Yes	RYJackson	Local Funds
Public Performance Management	PO596055	OY1	JUSTIS Infrastructure Upgrade (Software)(FY 2019 - Option Year 1)	\$13,194.90	\$0.00	8.1.18 to 9.30.20	Yes	RYJackson	Local Funds
Changing Technologies	PO598159	Base	JUSTIS System-To-System Exchange Upgrade (Hardware) (FY2019)	\$91,219.75	\$0.00	12.1.18 to 11.30.23	Yes	RYJackson	Local Funds

# **CJCC PERFORMANCE PLAN** (FY 2018)

Category	Measure	Target	Actual
1.1	1.1.1	100%	100%

1.2	1.2.1	100%	100%
1.3	1.3.1	100%	100%
1.4	1.4.1	100%	100%
1.5	1.5.1	100%	100%
1.6	1.6.1	100%	100%
1.7	1.7.1	100%	100%
1.8	1.8.1	100%	100%
1.9	1.9.1	100%	100%
1.10	1.10.1	100%	100%

Category	Measure	Target	Actual
2.1	2.1.1	100%	100%
2.2	2.2.1	100%	100%
2.3	2.3.1	100%	100%
2.4	2.4.1	100%	100%
2.5	2.5.1	100%	100%
2.6	2.6.1	100%	100%
2.7	2.7.1	100%	100%
2.8	2.8.1	100%	100%
2.9	2.9.1	100%	100%
2.10	2.10.1	100%	100%

2.11	2.11.1	100%	100%
2.12	2.12.1	100%	100%
2.13	2.13.1	100%	100%
2.14	2.14.1	100%	100%
2.15	2.15.1	100%	100%
2.16	2.16.1	100%	100%
2.17	2.17.1	100%	100%
2.18	2.18.1	100%	100%
2.19	2.19.1	100%	100%
2.20	2.20.1	100%	100%
2.21	2.21.1	100%	100%
2.22	2.22.1	100%	100%
2.23	2.23.1	100%	100%
2.24	2.24.1	100%	100%
2.25	2.25.1	100%	100%
2.26	2.26.1	100%	100%
2.27	2.27.1	100%	100%
2.28	2.28.1	100%	100%
2.29	2.29.1	100%	100%
2.30	2.30.1	100%	100%
2.31	2.31.1	100%	100%
2.32	2.32.1	100%	100%
2.33	2.33.1	100%	100%
2.34	2.34.1	100%	100%
2.35	2.35.1	100%	100%
2.36	2.36.1	100%	100%
2.37	2.37.1	100%	100%
2.38	2.38.1	100%	100%
2.39	2.39.1	100%	100%
2.40	2.40.1	100%	100%
2.41	2.41.1	100%	100%
2.42	2.42.1	100%	100%
2.43	2.43.1	100%	100%
2.44	2.44.1	100%	100%
2.45	2.45.1	100%	100%
2.46	2.46.1	100%	100%
2.47	2.47.1	100%	100%
2.48	2.48.1	100%	100%
2.49	2.49.1	100%	100%
2.50	2.50.1	100%	100%
2.51	2.51.1	100%	100%
2.52	2.52.1	100%	100%
2.53	2.53.1	100%	100%
2.54	2.54.1	100%	100%
2.55	2.55.1	100%	100%
2.56	2.56.1	100%	100%
2.57	2.57.1	100%	100%
2.58	2.58.1	100%	100%
2.59	2.59.1	100%	100%
2.60	2.60.1	100%	100%
2.61	2.61.1	100%	100%
2.62	2.62.1	100%	100%
2.63	2.63.1	100%	100%
2.64	2.64.1	100%	100%
2.65	2.65.1	100%	100%
2.66	2.66.1	100%	100%
2.67	2.67.1	100%	100%
2.68	2.68.1	100%	100%
2.69	2.69.1	100%	100%
2.70	2.70.1	100%	100%
2.71	2.71.1	100%	100%
2.72	2.72.1	100%	100%
2.73	2.73.1	100%	100%
2.74	2.74.1	100%	100%
2.75	2.75.1	100%	100%
2.76	2.76.1	100%	100%
2.77	2.77.1	100%	100%
2.78	2.78.1	100%	100%
2.79	2.79.1	100%	100%
2.80	2.80.1	100%	100%
2.81	2.81.1	100%	100%
2.82	2.82.1	100%	100%
2.83	2.83.1	100%	100%
2.84	2.84.1	100%	100%
2.85	2.85.1	100%	100%
2.86	2.86.1	100%	100%
2.87	2.87.1	100%	100%
2.88	2.88.1	100%	100%
2.89	2.89.1	100%	100%
2.90	2.90.1	100%	100%
2.91	2.91.1	100%	100%
2.92	2.92.1	100%	100%
2.93	2.93.1	100%	100%
2.94	2.94.1	100%	100%
2.95	2.95.1	100%	100%
2.96	2.96.1	100%	100%
2.97	2.97.1	100%	100%
2.98	2.98.1	100%	100%
2.99	2.99.1	100%	100%
2.100	2.100.1	100%	100%



**Criminal Justice Coordinating Council FY2018****Agency** Criminal Justice Coordinating Council**Agency Code** FJO**Fiscal Year** 2018

**Mission** The mission of the Criminal Justice Coordinating Council (CJCC) is to serve as the forum for identifying issues and their solutions, proposing actions, and facilitating cooperation that will improve public safety and the criminal and juvenile justice system of the District of Columbia for its residents, visitors, victims and offenders.

### 2018 Strategic Objectives

Objective Number	Strategic Objective	# of Measures	# of Operations
1	Provide a reliable mechanism for electronic information sharing among local and federal criminal justice partners to enhance public safety in the District of Columbia.	5	1
2	Facilitate collaboration among criminal justice and juvenile justice partners for efforts that require participation and input from multiple agencies.	2	5
3	Conduct research and analysis to enhance data-driven and evidence-based decision-making among criminal justice and juvenile justice partners.	1	2
4	Provide training and technical assistance to assist partners in making informed decisions when addressing criminal justice and juvenile justice issues.	2	8
5	Create and maintain a highly efficient, transparent, and responsive District government	0	0
<b>TOT</b>		<b>10</b>	<b>16</b>

### 2018 Key Performance Indicators

Measure	New Measure/ Benchmark Year	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Actual	FY 2018 Target
<b>1 - Provide a reliable mechanism for electronic information sharing among local and federal criminal justice partners to enhance public safety in the District of Columbia. (5 Measures)</b>									
Percent of users who reported being satisfied with their JUSTIS experience	<input type="checkbox"/>	95%	90%	97.1%	95%	97%	98%	87%	98%
Percent of users who find JUSTIS to be user-friendly	<input type="checkbox"/>	93.47%	85%	92.9%	95%	92%	98%	91%	98%
Percent of time JUSTIS is available to users	<input type="checkbox"/>	Not available	Not available	90%	96%	99%	99%	100%	99%
Percent of users who reported that JUSTIS provides necessary and important information for carrying out roles and responsibilities	✓	Not available	Not available	Not Available	Not Available	Not Available	New Measure	New Measure	New Measure
Percent of users who reported that JUSTIS is a primary source of information for them	✓	Not available	Not available	Not Available	Not Available	Not Available	New Measure	New Measure	New Measure
<b>2 - Facilitate collaboration among criminal justice and juvenile justice partners for efforts that require participation and input from multiple agencies. (2 Measures)</b>									

Measure	New Measure/ Benchmark Year	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Actual	FY 2018 Target
Percent of CJCC committee chairs who agree that collaboration is necessary to address the criminal justice and juvenile justice issues covered by their committee	✓	Not available	Not available	Not Available	Not Available	Not Available	New Measure	New Measure	New Measure
Percent of CJCC committee chairs who agree that participation in and information sharing through the committee is important to their agencies' ability to address particular criminal justice or juvenile justice issues	✓	Not available	Not available	Not Available	Not Available	Not Available	New Measure	New Measure	New Measure
<b>3 - Conduct research and analysis to enhance data-driven and evidence-based decision-making among criminal justice and juvenile justice partners. (1 Measure)</b>									
Number of research and analytical reports that resulted in a change in practice	✓	Not available	Not available	Not Available	Not Available	Not Available	New Measure	New Measure	New Measure
<b>4 - Provide training and technical assistance to assist partners in making informed decisions when addressing criminal justice and juvenile justice issues. (2 Measures)</b>									
Percent of participants who reported that participation in the training/technical assistance session increased their knowledge about a particular criminal justice or juvenile justice issue	✓	Not available	Not available	Not Available	Not Available	Not Available	New Measure	New Measure	New Measure
Percent of participants who stated they will be able to use the information they learned during the training/technical assistance session	✓	Not available	Not available	Not Available	Not Available	Not Available	New Measure	New Measure	New Measure

\*\*We've revisited a project to standardize District wide measures for the Objective "Create and maintain a highly efficient, transparent and responsive District government." New measures will be tracked in FY18 and FY19 and published starting in the FY19 Performance Plan.

## 2018 Operations

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
<b>1 - Provide a reliable mechanism for electronic information sharing among local and federal criminal justice partners to enhance public safety in the District of Columbia. (1 Activity)</b>					



Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
JUSTIS	JUSTIS facilitates electronic information sharing among local and federal criminal justice partners.	CJCC operates and maintains JUSTIS, which is the Integrated Justice Information System (IJIS) for the District of Columbia. JUSTIS is available 24 hours a day, 7 days a week, and enables authorized agencies to contribute criminal justice information through an automated data feed. The information is made available to authorized viewing agencies through an information portal, as well as through a system-to-system exchange.	Daily Service	2	4
<b>TOT</b>				<b>2</b>	<b>4</b>
<b>2 - Facilitate collaboration among criminal justice and juvenile justice partners for efforts that require participation and input from multiple agencies. (5 Activities)</b>					
TOPICAL WORK GROUPS (FED)	Combatting Violent Crime	CJCC's Combatting Violent Crime Committee works to deter and prevent violent crime. Specific efforts include (a) GunStat, which is an effort to identify individuals who are at greatest risk of committing gun violence in the District of Columbia and prevent these individuals from committing or being victims of future offenses; (b) improving warrant reporting to federal law enforcement databases, NICS, III, and NCIC, to prevent the accidental release of detained suspects and unauthorized access to firearms and explosives; and (c) reducing the number of outstanding bench and arrest warrants.	Key Project	6	2
TOPICAL WORK GROUPS (FED)	Substance Abuse and Mental Health Services Integration Taskforce (SATMHSIT)	CJCC's Substance Abuse and Mental Health Services Integration Taskforce (SATMHSIT) works to ensure that persons with mental health and substance abuse issues who are involved in the criminal justice system receive appropriate treatment and do not have future contact with the justice system. Efforts include (a) identifying and providing services for "super-utilizers" who have frequent contact with both the criminal justice and public health systems; (b) facilitating the sharing of mental health and substance abuse information for criminal justice-involved persons to ensure continuity of care; (c) sharing information among District and regional law enforcement partners on new psychoactive substances to allow for better detection and ensure the safety of officers who come in contact with these substances; and (d) maintaining and updating the Resource Locator, which is an electronic database that identifies entities that provide mental health, substance abuse, and other services throughout the District of Columbia.	Key Project	4	1
TOPICAL WORK GROUPS (FED)	Juvenile Justice Committee	CJCC's Juvenile Justice Committee (JJCC) works toward reducing recidivism and successfully rehabilitating system-involved youth to enable their successful	Key Project	3	0

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
		reintegration back into the community. JJC has several initiatives including: 1) the Juvenile Detention Alternatives Initiative (JDAI), which strives to reduce unnecessary detention for youth without compromising public safety; 2) the Everyday Counts Task Force Data Committee, which aims to use data to develop mechanisms for reducing truancy among students in the District of Columbia; 3) addressing gaps in Dual Supervision, where youth are under the supervision of multiple systems, including the juvenile justice system, child welfare system, or adult criminal justice system; and 4) monitoring changes in the population at the Youth Services Center.			
TOPICAL WORK GROUPS (FED)	Adult Reentry Steering Committee	CJCC's Adult Reentry Steering Committee aims to develop and support the implementation of strategies for connecting returning citizens with housing, employment and education, and the supportive services necessary for successful reintegration.	Key Project	3	0
TOPICAL WORK GROUPS (FED)	Grants Planning Committee	CJCC's Grants Planning Committee aims to improve coordination of the District's processes and procedures for justice-related grants through strategic planning, technical assistance and training and interagency information sharing.	Key Project	3	0
<b>TOT</b>				<b>19</b>	<b>3</b>
<b>3 - Conduct research and analysis to enhance data-driven and evidence-based decision-making among criminal justice and juvenile justice partners. (2 Activities)</b>					
RESEARCH AND ANALYSIS	Research Requested by the Mayor, Council, and Partners	CJCC's Statistical Analysis Center (SAC) conducts research and analysis in response to inquiries from the Mayor, DC Council, and other Partners to help increase their knowledge and inform their decisions about criminal justice and juvenile justice issues.	Key Project	2	1
RESEARCH AND ANALYSIS	Research and Analysis to Support CJCC Work Groups	CJCC's Statistical Analysis Center (SAC) collects and analyzes data to help inform interagency efforts across several of the CJCC work groups and priority areas (combating violent crime, substance abuse and mental health, juvenile justice, and adult reentry).	Key Project	1	0
<b>TOT</b>				<b>3</b>	<b>1</b>

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
<b>4 - Provide training and technical assistance to assist partners in making informed decisions when addressing criminal justice and juvenile justice issues. (8 Activities)</b>					
OPERATIONAL INFRASTRUCTURE	Juvenile Justice Summit	CJCC hosts an annual Juvenile Justice Summit for practitioners, system-involved youth, parents, and other stakeholders. The goal of the summit is to: 1) develop strategies that reduce system involvement and recidivism of youth; 2) strengthen collaboration and coordination among system actors; 3) engage participants in cross system training that is relevant, impactful, meaningful and effective; and 4) promote the exchange of information through interdisciplinary dialogues among summit participants who represent government, non-profit and private organizations.	Key Project	0	0
OPERATIONAL INFRASTRUCTURE	Criminal Justice Summit	CJCC hosts an annual Criminal Justice Summit to improve stakeholders' knowledge about timely criminal justice issues.	Key Project	2	0
OPERATIONAL INFRASTRUCTURE	Juvenile Justice Technical Assistance Workshops	CJCC conducts several technical assistance workshops each year for juvenile justice practitioners and other stakeholders on how to address current challenges facing system-involved youth.	Key Project	1	0
OPERATIONAL INFRASTRUCTURE	Bridging Research to Practice Series	CJCC's Statistical Analysis Center (SAC) hosts several Bridging Research to Practice Series workshops each year where practitioners, researchers, and other stakeholders throughout the District are invited to learn of examples of how data and analysis can be used to drive criminal and juvenile justice decision-making.	Key Project	1	0
OPERATIONAL INFRASTRUCTURE	Public Meetings	CJCC hosts Public Meetings, where	Key Project	1	0

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
		community members have the opportunity to engage with partners on relevant criminal and juvenile justice issues that affect District residents.			
OPERATIONAL INFRASTRUCTURE	Juvenile Justice Compliance Monitoring	CJCC's Juvenile Justice Compliance Monitor ensures the District's compliance with core requirements of the Juvenile Justice and Delinquency Prevention Act (JJDA): deinstitutionalization of status offenders, separation of juveniles from adults in secure facilities, removal of juveniles from adult jails and lockups, and reduction of disproportionate minority contact within the juvenile justice system. Noncompliance would result in a reduction of grant funding from the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The Compliance Monitor receives and reviews annual admissions reports from all DC juvenile correctional and detention facilities and conducts site visits at each of these facilities. The Compliance Monitor investigates presumptive violations and recommends corrective actions, as needed.	Key Project	2	0
OPERATIONAL INFRASTRUCTURE	Grants Training and Technical Assistance	CJCC provides assistance to partner agencies with respect to seeking funding opportunities; writing grant applications and developing metrics to support the application; and generating partnerships among agencies to avoid duplication and produce a stronger application.	Key Project	2	0
OPERATIONAL INFRASTRUCTURE	Continuity of Operations Planning Training	CJCC's Continuity of Operations Planning (COOP) Committee supports	Key Project	0	0

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
		interagency emergency and continuity of operations planning through technical assistance, information sharing, and exercises.			
<b>TOT</b>				<b>9</b>	<b>0</b>
<b>TOT</b>				<b>33</b>	<b>8</b>

### ▼ 2018 Workload Measures

Measure	Freq	Q1	Q2	Q3	Q4	FY 2018
<b>1 - JUSTIS facilitates electronic information sharing among local and federal criminal justice partners. (2 Measures)</b>						
Number of JUSTIS training sessions conducted	Quarterly	1	4	15	5	25
Number of JUSTIS data audits conducted	Quarterly	0	1	1	0	2
<b>2 - Adult Reentry Steering Committee (3 Measures)</b>						
Number of Adult Reentry Steering meetings conducted	Quarterly	0	2	4	1	7
Average number of agencies that participated in Adult Reentry Steering Committee meetings	Quarterly	No applicable incidents	9	8	9	8.7
Number of analytical products generated to inform the efforts of the Adult Reentry Steering Committee	Quarterly	0	1	1	0	2
<b>2 - Combatting Violent Crime (6 Measures)</b>						
Number of Combatting Violent Crime Committee and workgroup meetings conducted	Quarterly	1	3	1	2	7
Average number of agencies that participated in Combating Violent Crime Committee and workgroup meetings	Quarterly	7	9.7	9	8	8.4
Number of GunStat meetings conducted	Quarterly	3	3	2	3	11
Average number of agencies that participated in GunStat meetings	Quarterly	10.7	11	11.5	11	11
Number of analytical products generated to inform the work of the Combating Violent Crime Committee and related workgroups	Quarterly	1	3	2	5	11
Number of categories for which information is submitted to NICS/NCIC/III	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	9
<b>2 - Grants Planning Committee (3 Measures)</b>						
Number of Grants Planning Committee meetings conducted	Quarterly	1	1	0	1	3
Average number of agencies that participated in Grants Planning Committee meetings	Quarterly	7	5	No applicable incidents	4	5.3
Number of analytical products generated to inform the efforts of the Grants Planning Committee	Quarterly	0	1	0	0	1
<b>2 - Juvenile Justice Committee (3 Measures)</b>						



Measure	Freq	Q1	Q2	Q3	Q4	FY 2018
Number of Juvenile Justice Committee and workgroup meetings conducted	Quarterly	16	14	15	16	61
Average number of agencies that participated in Juvenile Justice Committee and workgroup meetings	Quarterly	6.3	7.3	6.7	7	6.8
Number of analytical products generated to inform the work of the Juvenile Justice Committee and workgroups	Quarterly	5	5	5	6	21
<b>2 - Substance Abuse and Mental Health Services Integration Taskforce (SATMHSIT) (4 Measures)</b>						
Number of SATMHSIT committee and workgroup meetings conducted	Quarterly	2	1	3	0	6
Average number of agencies that participated in SATMHSIT committee and workgroup meetings	Quarterly	8	11	8.8	No applicable incidents	8.5
Number of analytical products generated to inform the work of the SATMHSIT committee and related workgroups	Quarterly	0	0	0	1	1
Average number of hits per month on the Resource Locator	Quarterly	71	63	78	169	95.3
<b>3 - Research and Analysis to Support CJCC Work Groups (1 Measure)</b>						
Number of analytical reports completed to help inform efforts across CJCC priority areas	Quarterly	7	8	8	6	29
<b>3 - Research Requested by the Mayor, Council, and Partners (2 Measures)</b>						
Number of research and analytical reports completed at the request of the Mayor, DC Council, or other CJCC Partners.	Quarterly	0	1	1	0	2
Number of briefings and presentations CJCC provided to partner agencies and other stakeholders pertaining to the research and analytical reports.	Quarterly	3	5	7	3	18
<b>4 - Bridging Research to Practice Series (1 Measure)</b>						
Average number of persons who registered for the Bridging Research to Practice sessions	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	64
<b>4 - Criminal Justice Summit (2 Measures)</b>						
Number of people who registered for the Criminal Justice Summit	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	165
Number of action items that emerged from the Criminal Justice Summit	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	5
<b>4 - Grants Training and Technical Assistance (2 Measures)</b>						
Average number of persons who attended grants training/technical assistance sessions	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	80
Number of District agency grant applications that CJCC reviewed or helped to prepare	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	3
<b>4 - Juvenile Justice Compliance Monitoring (2 Measures)</b>						
Number of juvenile facilities visited by the Compliance Monitor	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	19
Number of juvenile facilities for which the Compliance Monitor provided technical assistance	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	12



Measure	Freq	Q1	Q2	Q3	Q4	FY 2018
<b>4 - Juvenile Justice Technical Assistance Workshops (1 Measure)</b>						
Average number of persons who registered for the Juvenile Justice Technical Assistance Workshops	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	110
<b>4 - Public Meetings (1 Measure)</b>						
Number of Public Meetings held	Annually	Annual Measure	Annual Measure	Annual Measure	Annual Measure	2

## Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Arrest Feed Enhancement	The Arrest Feed Enhancement Project will significantly expand the volume of arrest data shared in an automated fashion among criminal justice agencies through JUSTIS. Critical interagency testing of the enhanced feed is expected to be completed during the first quarter of fiscal year 2018.	12-31-2017
Automation of Juvenile Papering Process	The Juvenile Papering Project will automate the exchange of information between the Metropolitan Police Department, the Office of the Attorney General, and the District of Columbia Superior Court to allow for greater efficiency in decisions about whether a juvenile case should be "papered" (charges filed).	12-31-2018
Warrant Exchange Project	The Warrant Exchange Project will automate the exchange of warrant-related information between the Metropolitan Police Department and the District of Columbia Superior Court. This project will also enhance MPD's ability to submit warrant information to federal criminal justice databases.	03-31-2019
Mid-Atlantic Regional Information Sharing Initiative (Phase I)	Through the Mid-Atlantic Regional Information Sharing Initiative (MARIS), CJCC will connect JUSTIS with the equivalent Integrated Justice Information Systems (IJIS) for Maryland, Pennsylvania, and Delaware, which will facilitate not just local, but regional, information sharing across criminal justice agencies. JUSTIS has already been connected to Maryland's Dashboard system, and is expected to be connected to Delaware and Pennsylvania's systems in fiscal year 2018. Phase I of the MARIS effort will enable authorized users to conduct searches on particular individuals to determine if they have been arrested, have an outstanding warrant, are under probation, or have any court involvement in jurisdictions throughout the Mid-Atlantic region. Phase II will allow for automated system-to-system exchanges between criminal justice agencies in the Mid-Atlantic region.	12-31-2017
GunStat Revision	GunStat is a working group under CJCC's Combatting Violent Crime efforts, which aims to identify individuals who are responsible for most of the District's violent crime and deter them from reoffending and have them ultimately desist from future violent crime. GunStat began in 2008 and was revised in 2013. During fiscal year 2018, GunStat members will consider whether revisions should be made to the GunStat effort with respect to: the criteria for selecting offenders who should be included on the GunStat list; the types of interventions agencies implement to achieve the goal of deterrence and desistance; and ways to enhance the utility of the monthly GunStat meetings.	02-27-2018
Assess feasibility of a Risk Terrain Modeling approach	CJCC's Combating Violent Crime Committee will conduct initial analysis to determine the feasibility of applying a Risk Terrain Modeling approach—which is a method for conducting spatial risk assessment—to identify locations in the District where serious crimes frequently occur, determine specific characteristics of those locations that may draw criminal activity, and develop approaches for mitigating those factors.	06-30-2018
Data-Driven Justice: Identifying Super-Utilizers	In April 2016, Mayor Muriel Bowser committed to having the District participate in the Data-Driven Justice (DDJ) initiative, which, at the time, was led by the White House Office of Science and Technology Policy. A primary purpose of DDJ is to identify and provide services for "super utilizers"—individuals with mental illness and substance abuse issues who repeatedly cycle through both the criminal justice and public health system—to provide them with necessary services and reduce future contact with the justice system. The Mayor identified CJCC as the agency to coordinate DDJ-related efforts in the District. CJCC criminal justice and public health partners are collaborating to develop mechanisms for sharing information across sectors in order to identify and assist super utilizers.	04-30-2018
Justice Statistical Analysis Tool (JSAT) (Phase I)	JSAT is intended to automate and enhance criminal justice information sharing in the District for the purpose of research and analysis. CJCC and partner agencies are frequently asked to conduct research on specific criminal or juvenile justice issues, which requires requesting voluminous and complex data from agencies. The goal of JSAT is to eliminate or reduce the need for time-consuming data requests and instead make record-level information from arrest through sentencing available electronically to authorized users. During Phase I, CJCC plans to finalize and have partners sign a Memorandum of Agreement regarding how they will contribute their own data and use partner data. During this phase, CJCC Statistical Analysis Center (SAC) will have access to the data. During Phase II, authorized users from	09-30-2018

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
	other criminal justice agencies in the District will have access to JSAT data; during Phase III, aggregate data that has been cleared by partners will be made available to the public.	

Document Number: 17-01	Document Title: CJCC Performance Plan (FY 2019)	Document Date: 01/10/19
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**ATTACHMENT F**

**CJCC PERFORMANCE PLAN  
(FY 2019)**

## Criminal Justice Coordinating Council FY2019

**Agency** Criminal Justice Coordinating Council

**Agency Code** FJ0

**Fiscal Year** 2019

**Mission** The mission of the Criminal Justice Coordinating Council (CJCC) is to serve as the forum for identifying issues and their solutions, proposing actions, and facilitating cooperation that will improve public safety and the criminal and juvenile justice system of the District of Columbia for its residents, visitors, victims and offenders.

### 2019 Strategic Objectives

Objective Number	Strategic Objective
1	Provide a reliable mechanism for electronic information sharing among local and federal criminal justice partners to enhance public safety in the District of Columbia.
2	Facilitate collaboration among criminal and juvenile justice partners for efforts that require participation and input from multiple agencies.
3	Conduct research and analysis to enhance data-driven and evidence-based decision-making among criminal and juvenile justice partners.
4	Provide training and technical assistance to assist partners in making informed decisions when addressing criminal and juvenile justice issues.

### 2019 Key Performance Indicators

Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
<b>1 - Provide a reliable mechanism for electronic information sharing among local and federal criminal justice partners to enhance public safety in the District of Columbia. (5 Measures)</b>					
Percent of users who reported being satisfied with their JUSTIS experience	Up is Better	97%	87%	87%	90%
Percent of users who find JUSTIS to be user-friendly	Up is Better	92%	91%	90%	94%
Percent of time JUSTIS is available to users	Up is Better	99%	100%	99%	99%
Percent of users who reported that JUSTIS provides necessary and important information for carrying out roles and responsibilities	Up is Better	Not Available	Not Available	97%	100%
Percent of users who reported that JUSTIS is a primary source of information for them	Up is Better	Not Available	Not Available	85%	88%
<b>2 - Facilitate collaboration among criminal and juvenile justice partners for efforts that require participation and input from multiple agencies. (2 Measures)</b>					
Percent of CJCC committee chairs who agree that collaboration is necessary to address the criminal and juvenile justice issues covered by their committee	Up is Better	Not Available	Not Available	100%	100%
Percent of CJCC committee chairs who agree that participation in and information sharing through the committee is important to their agencies' ability to address particular criminal or juvenile justice issues	Up is Better	Not Available	Not Available	100%	100%



Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
<b>3 - Conduct research and analysis to enhance data-driven and evidence-based decision-making among criminal and juvenile justice partners. (1 Measure)</b>					
Number of research and analytical reports that informed policies or practices	Up is Better	Not Available	Not Available	3	4
<b>4 - Provide training and technical assistance to assist partners in making informed decisions when addressing criminal and juvenile justice issues. (2 Measures)</b>					
Percent of participants who reported that participation in the training/technical assistance session increased their knowledge about a particular criminal or juvenile justice issue	Up is Better	Not Available	Not Available	85%	90%
Percent of participants who stated they will be able to use the information they learned during the training/technical assistance session	Up is Better	Not Available	Not Available	89%	90%

## ▼ 2019 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
<b>1 - Provide a reliable mechanism for electronic information sharing among local and federal criminal justice partners to enhance public safety in the District of Columbia. (1 Activity)</b>			
JUSTIS	JUSTIS facilitates electronic information sharing among local and federal criminal justice partners.	CJCC operates and maintains JUSTIS, which is the Integrated Justice Information System (IJIS) for the District of Columbia. JUSTIS is available 24 hours a day, 7 days a week, and enables authorized agencies to contribute criminal justice information through an automated data feed. The information is made available to authorized viewing agencies through an information portal, as well as, through a system-to-system exchange.	Daily Service
<b>2 - Facilitate collaboration among criminal and juvenile justice partners for efforts that require participation and input from multiple agencies. (2 Activities)</b>			
TOPICAL WORK GROUPS (FED)	Interagency Committees and Workgroups	CJCC facilitates and supports the efforts of more than 20 committees and workgroups, which include representatives from public safety and justice, education and health and human services agencies in the District, as well as federal criminal justice agencies. The committees and workgroups convene to address a range of system-wide criminal justice and juvenile justice issues with respect to Information Technology, Research and Analysis, Combating Violent Crime, Juvenile Justice, Substance Abuse and Mental Health Services, Adult Reentry, and Grants Planning.	Daily Service
TOPICAL WORK GROUPS (FED)	Databases to Support Committees and Workgroups	CJCC maintains two databases that help support the work of several of the CJCC committees and workgroups. The Resource Locator is a searchable, online database of more than 750 service providers in the Washington, D.C. metropolitan area, that are equipped to assist returning citizens and others with housing, substance abuse, mental health, social	Daily Service

Operations Header	Operations Title	Operations Description	Type of Operations
		services, medical, and legal needs, among others. The New Psychoactive Substances (NPS) Database provides a consolidated list of all chemicals that are currently being used to manufacture NPS, including formal and common names, as well as classification information, where available. Use of the database is restricted to local, regional and federal law enforcement partners.	
<b>3 - Conduct research and analysis to enhance data-driven and evidence-based decision-making among criminal and juvenile justice partners. (2 Activities)</b>			
RESEARCH AND ANALYSIS	Research Requested by the Mayor, Council, and Partners	CJCC's Statistical Analysis Center (SAC) conducts research and analysis in response to inquiries from the Mayor, DC Council, and other Partners to help increase their knowledge and inform their decisions about criminal and juvenile justice issues.	Key Project
RESEARCH AND ANALYSIS	Research and Analysis to Support CJCC Work Groups	CJCC's Statistical Analysis Center (SAC) collects and analyzes data to help inform interagency efforts across several of the CJCC work groups and priority areas (combating violent crime, substance abuse and mental health, juvenile justice, and adult reentry).	Key Project
<b>4 - Provide training and technical assistance to assist partners in making informed decisions when addressing criminal and juvenile justice issues. (3 Activities)</b>			
OPERATIONAL INFRASTRUCTURE	Public Meetings	CJCC hosts Public Meetings, where community members have the opportunity to engage with partners on relevant criminal and juvenile justice issues that affect District residents.	Key Project
OPERATIONAL INFRASTRUCTURE	Juvenile Justice Compliance Monitoring	CJCC's Juvenile Justice Compliance Monitor ensures the District's compliance with four core requirements of the Juvenile Justice and Delinquency Prevention Act (JJDP): (1) deinstitutionalization of status offenders; (2) separation of juveniles from adults in secure facilities; (3) removal of juveniles from adult jails and lockups; and (4) reduction of disproportionate minority contact within the juvenile justice system. Noncompliance would result in a reduction of grant funding from the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The Compliance Monitor receives and reviews annual admissions reports from all DC juvenile correctional and detention facilities and conducts site visits at each of these facilities. The Compliance Monitor investigates presumptive violations and recommends corrective actions, as needed.	Daily Service
OPERATIONAL INFRASTRUCTURE	Training and Technical Assistance	CJCC hosts a number of training and technical assistance events to equip District and federal partners with tools for addressing timely and relevant criminal justice and juvenile justice issues. The training events include the annual Criminal Justice Summit, annual Information Sharing Forum, Juvenile Justice Technical Assistance Workshops, Bridging Research to Practice series, and Grants Planning workshops.	Daily Service

## 2019 Workload Measures



Measure	FY 2016	FY 2017	FY 2018
<b>1 - JUSTIS facilitates electronic information sharing among local and federal criminal justice partners. (3 Measures)</b>			
Number of JUSTIS training sessions conducted	10	29	25
Number of JUSTIS audits conducted	1	3	2
Number of security-related information sessions conducted	Not Available	Not Available	Not Available
<b>2 - Databases to Support Committees and Workgroups (2 Measures)</b>			
Average number of hits per month on the Resource Locator	Not Available	Not Available	95
Average number of hits per month on the New Psychoactive Substances (NPS) Database	Not Available	Not Available	Not Available
<b>2 - Interagency Committees and Workgroups (4 Measures)</b>			
Number of committee and workgroup meetings conducted	Not Available	Not Available	Not Available
Average number of agencies that participated in committee and workgroup meetings	Not Available	Not Available	Not Available
Number of analytical products generated to inform the efforts of the committees and workgroups	Not Available	Not Available	Not Available
Number of multi-agency efforts supported by committees and workgroups	Not Available	Not Available	Not Available
<b>3 - Research and Analysis to Support CJCC Work Groups (1 Measure)</b>			
Number of analytical products completed to help inform efforts across CJCC priority areas	Not Available	Not Available	29
<b>3 - Research Requested by the Mayor, Council, and Partners (2 Measures)</b>			
Number of research and analytical reports completed at the request of the Mayor, DC Council, or other CJCC Partners	Not Available	Not Available	2
Number of briefings and presentations CJCC provided to partner agencies and other stakeholders pertaining to the research and analytical reports	Not Available	Not Available	18
<b>4 - Juvenile Justice Compliance Monitoring (2 Measures)</b>			
Number of juvenile facilities visited by the Compliance Monitor	Not Available	Not Available	19
Number of juvenile facilities for which the Compliance Monitor provided technical assistance	Not Available	Not Available	12
<b>4 - Public Meetings (2 Measures)</b>			
Number of Public Meetings held	Not Available	Not Available	2
Average number of people who attended the Public Meetings	Not Available	Not Available	Not Available
<b>4 - Training and Technical Assistance (3 Measures)</b>			

Measure	FY 2016	FY 2017	FY 2018
Average number of people who participated in training and technical assistance events	Not Available	Not Available	Not Available
Number of District agency grant applications that CJCC reviewed or helped to prepare	Not Available	Not Available	Not Available
Number of Justice Statistics Analysis Tool (JSAT) training sessions conducted	Not Available	Not Available	Not Available

## 2019 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Add Initiative Update
<b>Interagency Committees and Workgroups (1 Strategic Initiative)</b>			
Risk Terrain Modeling (Phase II)	o In FY18, at the request of the Combating Violent Crime Committee, CJCC applied Risk Terrain Modeling to identify locations in the District where serious crimes frequently occur and determine specific characteristics of those locations that may draw criminal activity. During FY19, CJCC will work with representatives from public safety and justice agencies, and other relevant agencies, to identify interventions to mitigate the risk of serious crime in targeted areas throughout the District.	06-30-2019	Add Initiative Update
<b>JUSTIS facilitates electronic information sharing among local and federal criminal justice partners. (3 Strategic initiatives)</b>			
Warrant Exchange Project	The Warrant Exchange Project will automate the exchange of warrant-related information between the Metropolitan Police Department and the District of Columbia Superior Court. This project will also enhance MPD's ability to submit warrant information to federal criminal justice databases.	03-31-2019	Add Initiative Update
Mid-Atlantic Regional Information Sharing Initiative (Phase II)	CJCC will connect JUSTIS with the equivalent Integrated Justice Information Systems (IJIS) for Maryland, Pennsylvania, and Delaware, which will facilitate not just local, but regional, information sharing across criminal justice agencies. Phase I of MARIS enabled authorized users to conduct searches on particular individuals to determine if they have been arrested, have an outstanding warrant, are under probation, or have any court involvement in jurisdictions throughout the Mid-Atlantic region. Phase II will allow for automated system-to-system exchanges between criminal justice agencies in the Mid-Atlantic region so that users can obtain the details of an arrest, warrant, probation, or court involvement in another Mid-Atlantic jurisdiction.	09-30-2019	Add Initiative Update
Review of System Security Plan	To help ensure that JUSTIS continues to be a secure and reliable system, the CJCC will enlist an external evaluator to assess the current system security plan for JUSTIS and identify opportunities for updates and improvements.	09-30-2019	Add Initiative Update
<b>Research and Analysis to Support CJCC Work Groups (1 Strategic Initiative)</b>			
Justice Statistical Analysis Tool (JSAT) (Phase II)	The Justice Statistical Analysis Tool (JSAT) is intended to automate and enhance criminal justice information sharing in the District for the purpose of research and analysis. It will also increase transparency regarding activity across the entire criminal justice system in the District from arrest through disposition, as well as probation and incarceration. During Phase I, CJCC finalized Memoranda of Agreement with participating agencies and hired a contractor to	09-30-2019	Add Initiative Update

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Add Initiative Update
	develop a minimum viable product consisting of the Enterprise Portal (available only to criminal justice agencies) and the Public Portal. During Phase II, CJCC will, among other things, work with agencies to increase partner agencies' contributions to and participation in the Enterprise Portal.		
<b>Research Requested by the Mayor, Council, and Partners (1 Strategic Initiative)</b>			
Survey on Police-Community Relations	The Neighborhood Engagement Achieves Results (NEAR) Act requires CJCC to conduct a survey of District residents to obtain their perspectives of police-community relations. During FY18, CJCC procured a contractor to develop the survey instrument and carry out survey functions. During FY19, the contractor will administer the survey to a generalizable sample of District residents, analyze the results of the survey, and generate a comprehensive report and summary document that describes the survey results. The final report and summary document will be made available to the D.C. Council and the Mayor.	04-30-2019	Add Initiative Update