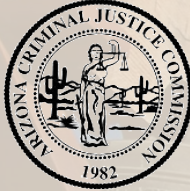


Crime Victim Notification System



Arizona Criminal Justice
Commission

Project Investment Justification

August 21, 2024

PIJ JC24001

Agency Vision

By serving as the central core of criminal justice information, knowledge, funding, and relationships, the Arizona Criminal Justice Commission will lead Arizona's efforts to identify problems, implement solutions that impact all aspects of the criminal justice system, and create safer communities.

Agency Mission

Our mission is to continuously address, improve, sustain and enhance public safety in the State of Arizona through the coordination, cohesiveness and effectiveness of the Criminal Justice System.



Project Team Introduction

Roles Present at ITAC

- **Lloyd Y. Asato**, Arizona Criminal Justice Commission
Program Manager, Criminal Justice Systems Improvement
- **Julie Podnar**, Arizona Criminal Justice Commission
Senior Systems Administrator
- **Sasha Allen**, Arizona Criminal Justice Commission
Project Manager
- **Shayla Gilleland**, Arizona Criminal Justice Commission
Project Manager

Project Introduction

Stated Operational/Business Issue

- Meet the requirements of HB 2482 to expand Arizona Criminal Justice Commission's automated crime victim notification system which provides required email, text, and/or voice notifications to crime victims.
- Move to an automated electronic workflow from a manual system.
- Reduce the time between a triggering event and when notifications are sent to a crime victim.
- Improve information sharing between criminal justice agencies.

Benefit to the State Agency and Constituents

- Reduces the burden on law enforcement and prosecutor personnel while ensuring victims rights, that are enshrined in our state constitution, are being met.
- Provide funding (Crime Victim Notification Fund) for a statewide solution that allows all law enforcement and prosecutorial agencies to have access to the system.
- Larger agencies with large caseloads will benefit as victim services staff are freed up to address other needs. Smaller and rural agencies with less infrastructure and resources to implement new technologies will benefit from a hosted solution.

Current State

Overview of Current State



Proposed Solution

Overview of Proposed Solution



Agency's Management
System

Insights Server

Crime Victim

Proposed Solution

Due Diligence and Method of Procurement

HB 2482 included system and business requirements for the Crime Victime Notification System (CVNS). . Arizona Criminal Justice Commission (ACJC) used that bill language to further develop a scope of work. The State Procurement Office managed the RFP (BPM005579) process. Appriss Insights was selected. Insights' services VINE and SpiderTech are currently being used by agencies in Arizona (and across the United States), and meet the requirements in HB 2482 as well as the requirements in the SOW.

Technology

Insights' services are SAAS. They are CJIS compliant. Insights uses AWS GOV cloud and all transactions are encrypted end to end. Triggering events are extracted from agency RMSs to the Insights server. Insights then transmits agency customized messages (based on the type of triggering event) to the crime victim via email, text, or voice.

Project Responsibilities

Identify Proposed Solutions Responsibilities

ACJC

1. Project Oversight
2. Financial Management
3. Outcomes Tracking
4. CVNS Fund Management

Shared

1. Project Management
2. Outreach and communications
3. Agency and user satisfaction
4. CJIS Compliance
5. Meeting Federal Standards for Victim Notification

Appriss Insights

1. System Management
2. Set-up and Configuration
3. Training
4. 24/hr 1-800 Help Line

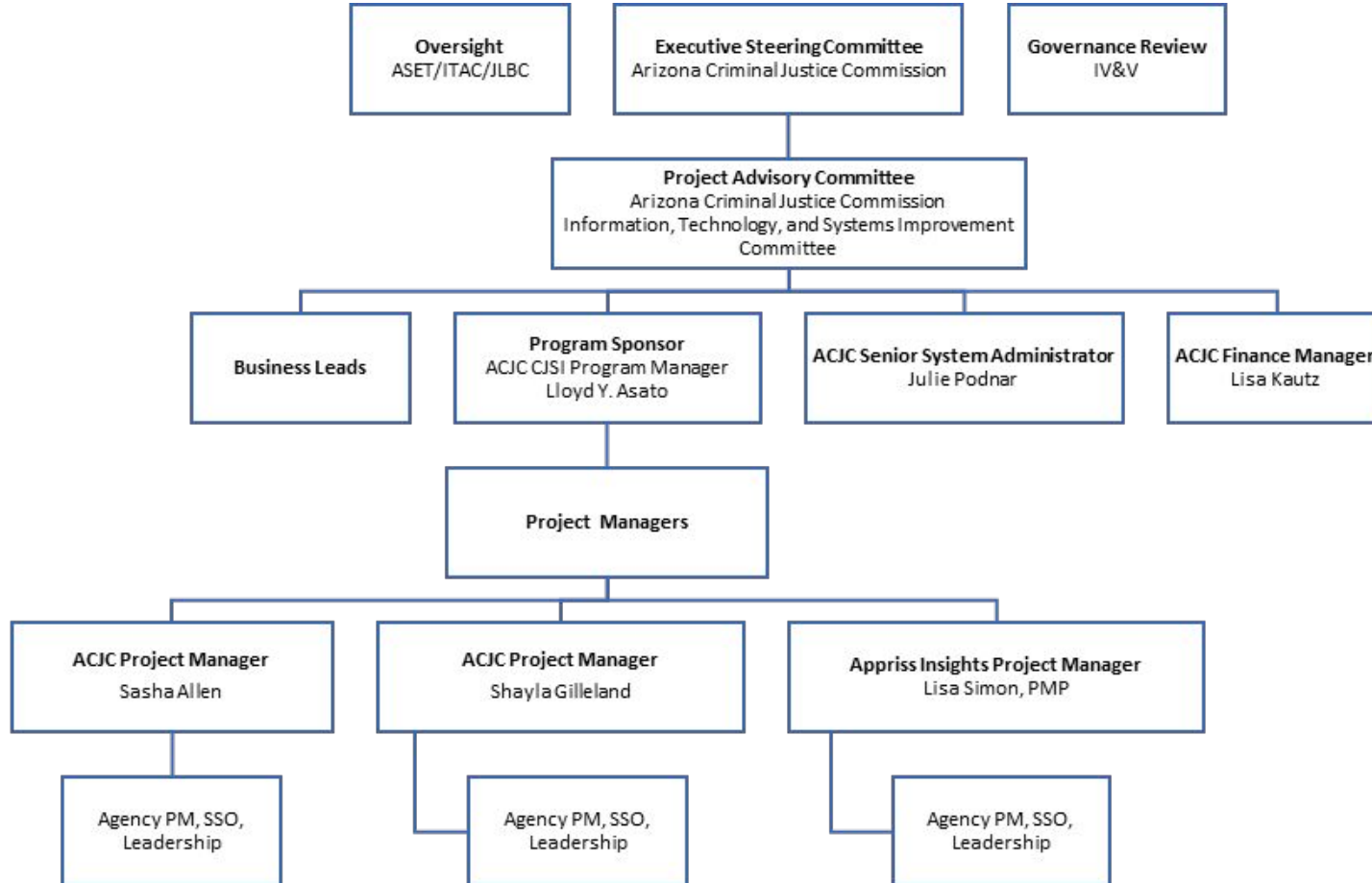
Project Timeline

Date	09/03/24	09/30/24	10/31/24	11/30/24	12/31/24	01/31/25	02/28/25	03/31/25	04/30/25	2026	2027	2028
Transition Agencies 10 Agencies	Transition											
Milestone 1 4 Agencies	KO - UAT - LIVE											
Milestone 2/3 Phoenix PD	KO - UAT - LIVE											
Milestone 4 9 Agencies		KO - UAT - LIVE										
Milestone 5 14 Agencies				KO - UAT - LIVE								
Lessons Learned Closeout									Closeout			

Kickoff - Technical Deployment - Configuration - QA - UAT - Training - Go Live

HB 2482 defines law enforcement agency as a state, city, town, county, tribal, university or prosecutorial agency.

Organizational Structure



Financial Impact

Breakdown of Financial Impact

Project Development Funding	
Base Budget - Available	-
Base Budget - To Be Requested	-
APF Budget - Available	-
APF Budget - To Be Requested	-
Other Appropriated - Available	\$12,885,563
Other Appropriated - To Be Requested	\$15,714,000
Federal - Available	-
Federal - To Be Requested	-

Total Development Project Funding	
Available Budget	\$12,885,563.21
To Be Requested Budget	-

Operational	
Current 3-Year Operational Cost (Avg)	\$5,238,000
Proposed 3-Year Operational Cost (Avg)	\$5,238,000
Financial Impact of New System	-

Total Operational Funding - Project	
To Be Requested Budget	\$20,952,000

Project Costs

Project Costs by Category	FY25	FY26	FY27	FY28	FY29	Total
Professional & Outside Services (Contractors)	\$5,361,500					\$5,361,500
IV&V	\$169,000					\$169,000
License & Maintenance Fees		\$5,238,000	\$5,238,000	\$5,238,000	\$5,238,000	\$20,952,000
Total Development	\$5,530,500					\$5,530,500
Total Operational		\$5,238,000	\$5,238,000	\$5,238,000	\$5,238,000	\$20,952,000
Total Cost	\$5,530,500	\$5,238,000	\$5,238,000	\$5,238,000	\$5,238,000	\$26,482,500

Info-Tech Research Group

IV&V: Info-Tech Research Group

IV&V Contact: Raymond Hamlyn, IV&V Engagement Manager

- Phase 1 – Prepare and Kick-off - Develop IV&V Management Plan
- Phase 2 – Engage & Monitor
- Phase 3 – Interview & Analyze
- Phase 4 – Report & Support

The IV&V engagement for the CVNS Implementation Project contains 5 bi-monthly recurring assessments.

What Success Looks Like

Change Management Success Criteria

1. Project Milestones
 - a. Move to an automated electronic workflow.
 - b. Onboard 38 Agencies
 - i. Kickoff
 - ii. Technical Deployment
 - iii. Configuration
 - iv. Quality Assurance
 - v. User Acceptance
 - vi. Training
 - vii. Go Live

Measures of Success

- a. The current average for a victim to receive notification of a triggering event being input is 24 hours. Within one year after implementation, we expect the notification to be received by the victim within the hour of the triggering event being input. This will be a 23 hour reduction in the time it takes for a victim to be notified by switching to an automated workflow.

Q & A Session

Recommended Conditions

ADOA-ASET Conditions

1. Should development costs exceed the approved estimates by 10% or more, or should there be significant changes to the proposed technology scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET, and ITAC if required, for review and approval prior to further expenditure of funds.
2. Monthly reporting on the project status is due to ADOA-ASET no later than the 15th of the month following the start of the project. Failure to comply with timely project status reporting will affect the overall project health.
3. The agency shall provide the quarterly Independent Verification & Validation (IV&V) report, via email communication, to ADOA-ASET 90 days following the start of the project.
4. The agency shall provide quarterly informational updates, via ITAC presentation, to members of the Information Technology Authorization Committee (ITAC) for the committee's review, comments or questions.

ITAC Voting Options

What ITAC May Consider In Review Whether:

- a. The proposed solution addresses the stated problem or situation;
- b. The budget unit is competent to carry out the project successfully;
- c. Sufficient sponsorship and support by budget unit leadership exists;
- d. Cost estimates provided are accurate;
- e. The proposed project aligns with the budget unit's Strategic IT Plan; and
- f. The proposed solution complies with statewide IT standards.

ITAC Motions:

- a. Move to Approve
- b. Move to Approve with Conditions As Presented
- c. Move to Approve with Conditions
 - i. Committee May Modify or
 - ii. Add Conditions
- d. Move To Deny

Relevant Statutes and Rules

[Per A.R.S. § 18-101](#) - [Per Administrative Code R2-18-101](#)

Appendix

Financial Impact (If Applicable)

Overview of Current Budget Position

State Funding			
APF			
	Appropriated	Favorably Reviewed	ADOA Transferred
Total FY24 Appropriated	\$	\$	\$12,885,563
Total FY25 Appropriated	\$	\$	\$
Total APF	\$	\$	\$
General or Non-APF State Fund			
Fiscal Year	Planned		
FY25	\$5,238,000		
FY26	\$5,238,000		
FY27	\$5,238,000		
FY28	\$5,238,000		
Total General Fund	\$20,952,000		
Total of All State Funding	\$20,952,000		
Federal Funding			
	Appropriated	Approved to Spend	Available to Spend
Name/Number of Fund	\$	\$	\$
Actuals			
APF/GF Spent		Federal Spent	
Name/Number of Fund	\$	Name/Number of Fund	\$
Name/Number of Fund	\$	Name/Number of Fund	\$
Total APF/GF Spent	\$	Total Federal Funds Spent	\$
Total Fund Remaining			
Total Funds Available to Spend	\$12,885,563		
Total Funds Spent	\$0		
Total Funds Remaining	\$12,885,563		

- *The current balance in the Crime Victim Notification Fund is \$12,885,563. The monies are continuously appropriated.*