



The Gwinnett County Exchange

October 2010

Development Update

Data Exchanges

The Magistrate Court is exploring options for automating the First Appearance Hearing data flow. One approach is to have the Magistrate Judges enter First Appearance Order information using an add-on module for the Magistrate Court's EWI system. A second approach is to have the Magistrate Judges enter the First Appearance Order information directly into the Sheriff's TAG Jail Management System using an interface screen designed for that purpose.

Once the Magistrate Court selects an approach for First Appearance Hearing data entry, Agile Technologies will be able to use the CJIS platform to transmit the First Appearance Hearing Order data to the appropriate parties, including appointed defense attorneys. The result will be a dramatic reduction in the amount of paper the Magistrate Court must generate and circulate as a result of the First Appearance Hearing Order.

As a result of meetings with the Administrative Office of the Courts of Georgia, Gwinnett IT is in the process of creating a test database for Recorder's Court data exchange development. The test database is expected to be fully functional the week of October 4, 2010. Once the test environment is ready, Agile will begin developing the Bench Warrant, Incarceration Order, Warrant Recall, and Probation Financial Information exchanges for Recorder's Court.

In addition to these exchanges, Agile is working with Recorder's Court and Sentinel Offender Services to gather requirements for sending new case information from the Recorder's Court Sustain system to the Sentinel data management system.

Portal Queries

Agile Technologies is currently reworking the Booking Report Portal Query and the Victim/Witness Information Sheet Portal Query to incorporate feedback from User Acceptance Testing. The rework will be complete the week of October 4 and both portal queries should be ready to deploy to the production environment by the first of November.

The next portal query targeted for development is the Recorder's Court warrant portal query, which Agile will develop in conjunction with the Recorder's Court warrant data exchange.

Agile is currently meeting with query portal users to get feedback on the queries that are currently in production. The goal of these meetings is to learn of any needed fixes or requests for enhancements that users may have. If you would like to schedule a query portal review meeting, please contact CJIS Program Manager Cathy Morris.

2010 – 2011 CJIS Chairperson

Congratulations to Chief Magistrate Judge George Hutchinson! He has been elected to serve another term as the CJIS Chairperson. He will serve for the 2010 – 2011 term.

Thank you Judge Hutchinson for your dedicated service.

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<http://www.agiletech.com/Clients/Gwinnett%20County/CJIS/default.htm>



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Glossary of Terms and FAQs

Common terms and their usage in the Gwinnett CJIS project:

- **Dashboard:** an interface that is external to an agency's data management system that allows users to pull up and review information from another agency's data management system before submitting that information to the user's system.
- **Data element:** a single field from a document to be exchanged. For example, defendant first name, defendant middle name, and defendant last name are three data elements that are included in the arrest warrant exchange.
- **Electronic document:** a collection of data elements from a data management system that together provide all the necessary information for a particular document, This is not the same thing as a scanned version of a paper document, which in this project will be called a document image.
- **Encryption:** is the process of transforming information (referred to as plaintext) using an algorithm (called cipher) to make it unreadable to anyone except those possessing special knowledge, usually referred to as a key. The result of the process is encrypted information (in cryptography, referred to as ciphertext). In many contexts, the word encryption also implicitly refers to the reverse process, decryption to make the encrypted information readable again.
- **Exchange:** when one agency data management system shares an electronic document with one or more other agency data management systems. Each electronic document may be composed of many data elements.
- **Query portal:** person centered Web-based real time portal query application that will allow investigators and other permitted parties to more thoroughly identify subjects for arrest or in custody.
- **Required data element:** a required data element is one that must be present on a given electronic document before it can enter the CJIS data exchange. For example, arrest warrants must have an arrest warrant number before the CJIS platform will send the arrest warrant information from the Magistrate Court to the Sheriff's Office.
- **SSL – Secured Sockets Layer:** a protocol for transmitting private documents via the Internet. SSL uses a cryptographic system that uses two keys to encrypt data – a public key known to everyone and a private or secret key known only to the recipient of the message.

Agile has posted a full glossary of terms and list of frequently asked questions to the project site. If you have terms you would like added to the glossary or questions you would like added to the FAQ, please send an e-mail to Agile's project manager for the Gwinnett CJIS Project, Andy Hulsey at ahulsey@agiletech.com.

Upcoming Events

October 11, 2010: Monthly CJIS COI Meeting,
Grand Jury Room, GJAC, 10 AM.