Assistance with Development of a Task Plan and Timetable for the Implementation of a Statewide Case Management System for the State of Connecticut Division of Criminal Justice (Memorandum Report)

TECHNICAL ASSISTANCE REPORT
Criminal Courts Technical Assistance Project Report No. 98-021

Assistance with Development of a Task Plan and Timetable for the Implementation of a Statewide Case Management System for the State of Connecticut Division of Criminal Justice (Memorandum Report)

December 21, 1998

Consultants
Commonwealth's Attorneys:

Robert J. Humphreys
William G. Petty
Ms. Shavonne R. Cassidy  
Research Associate  
CCTAP  
Office of the Chief State's Attorney  
300 Corporate Place  
Rocky Hill, Connecticut 06067  

RE: CCTAP 98-21  

Dear Ms. Cassidy:  

Enclosed please find receipts and request for reimbursement for my visit to the Office of the Chief State’s Attorney for the State of Connecticut in connection with the BJA Criminal Courts Technical Assistance Project.  

Bill Petty, Commonwealth's Attorney for the City of Lynchburg, and I met with representatives of the Office of the Chief State’s Attorney. We toured the Office of the State’s Attorney for the Hartford Judicial District. We met with staff members of the Office of Policy and Management for the State of Connecticut. We also demonstrated the computerized case management system developed by Mr. Petty and myself for the Commonwealth of Virginia to the State’s Attorneys of the State of Connecticut and Chief State’s Attorney John Bailey and both of his Deputy Chief State’s Attorneys Chris Marano and Steven Sellers.  

In summary, Mr. Petty and I have jointly concluded that the regional state’s attorneys in Connecticut desperately need a higher level of automation than they presently have. Using Hartford, which is one of their largest offices, as an example there were relatively few PC workstations available to automate either criminal case tracking or statistical generation. The existing case tracking system being utilized is not considered by the State’s Attorneys we talked to to meet their needs in terms of caseload analysis or statistics generation.  

After demonstrating the Virginia Commonwealth’s Attorneys’ Information System (VCAIS) the State’s Attorneys and the Chief State’s Attorney and his deputies expressed the opinion that the system we developed in Virginia more nearly met their needs than their existing case tracking system. We advised them that, because of the centralization present in Connecticut, the Virginia system could be fairly easily tailored to accommodate the way criminal cases are managed in the State of Connecticut.
Ms. Shavonne R. Cassidy  
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Both Mr. Petty and I recommended that Connecticut explore the possibility of piloting a Connecticut-specific version of the VCAIS system in one or two of their larger offices with the caveat that there would also need to be a significant investment in sufficient PC workstations to make data entry and updating viable.

We also discussed these possibilities with representatives of the Office of Policy and Management and an industry representative of the Maximus Corporation which has received the contract to integrate all criminal justice databases in the State of Connecticut. After reviewing their long-range plans it was our opinion that the Lotus Notes-based VCAIS system would integrate very easily with the CEJIS plans being developed for all law enforcement and criminal justice agencies in the State of Connecticut.

If the pilot project proves the viability of this system, then it is our opinion that when implemented on a state-wide basis a Connecticut-tailored version of the VCAIS system would assist Connecticut State’s Attorneys in providing meaningful statistical information to the executive and legislative branches of government and to develop meaningful staffing standards for the various State’s Attorneys’ offices in Connecticut.

If you have any specific questions about this overview or the manner in which we reached our conclusions, please don’t hesitate to contact either Mr. Petty or myself.

Very truly yours,

Robert J. Humphreys  
Commonwealth’s Attorney

RJH:jas  
Encl.

cc: The Honorable William G. Petty  
The Honorable John M. Bailey
PROPOSED SCHEDULE

TECHNICAL ASSISTANCE PROJECT

DECEMBER 14-15, 1998

MONDAY DECEMBER 14TH

9:00 am  Attorneys Humphreys and Petty meet with Chief State’s Attorney John Bailey, Deputy Chief State’s Attorneys Sellers and Morano and Management Staff. Chief State’s Attorney’s Office Rocky Hill

10:00 am  Visit to Middlesex Court to view existing case processing practices. Middletown

1:00 pm  Presentation by Attorneys Humphreys and Petty to State’s Attorneys OCSA, Rocky Hill

3:00 pm  Meet with Office of Policy and Management Staff, OPM, Hartford.

TUESDAY DECEMBER 15TH

9:00 am  Meet with OCSA Data Processing Staff, Rocky Hill

10:00 am  Final briefing on project goals and objectives to Chief State’s Attorney, Deputy Chief State’s Attorneys, Rocky Hill.