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INTRODUCTION

THE ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY

INTRODUCTION

The end of 2010 marked the completion of the Authority's 28th year. The Authority acts as a convener, bringing all parts of the criminal justice system together to work for system-wide improvement. That statutory role is a recognition that the various facets of the system are not independent, but rather that decisions or actions by any single element of the system will reverberate throughout the system and affect all criminal justice stakeholders. Prior to 1983, there was no organization in Illinois that, as part of its statutory charge, called for the key leaders of the criminal justice system and members of the public to come together on a regular basis to examine, and discuss developments in criminal justice policy, crime trends, and emerging programs and practices. Instead, police chiefs, sheriffs, state's attorneys, public defenders, court clerks, probation chiefs and corrections officials acted independently in their own spheres and found it necessary to rely on their own resources when issues arose. Victim service providers, critical partners of the system, were often overlooked, or were only included as an afterthought. In response to these shortcomings, the Authority's enabling legislation laid the foundation for discussion of issues which are of interest to multiple parts of the system, as well as to service providers, advocates, and members of the public.

Under our enabling act, the Authority and its agency staff operate in three primary areas; criminal justice policy and research, administration of federal and state grants in the criminal justice area and improving Illinois criminal justice information systems.

The Authority's focus continues to be on bringing together people with different interests and knowledge bases, adding the results of data analysis and current research to their experience as practitioners and policymakers to address issues of common concern. To that end, the Authority has either convened or provided extensive staff support to nearly every major body formed to tackle a problem confronting Illinois' criminal justice system.

We look forward to continuing our partnership with the criminal justice community, the legislature, and the general public in fulfilling our mission of improving the administration of criminal justice in Illinois.

HISTORY

The Illinois Criminal Justice Information Authority is a state agency dedicated to improving the administration of criminal justice. The roots of the agency date back to 1973, when its predecessor, the Criminal Justice Information Systems (CJIS) division of the Illinois Law Enforcement Commission (ILEC), developed information system standards for state and local government units. The CJIS also developed an inmate tracking system for the Stateville Correctional Center and oversaw installation of two large federally mandated grant accounting systems on the state's computer network. In 1977, the Illinois Criminal Justice Information Council (ICJIC) was established to develop policies and procedures, promulgate rules and

regulations, and take any other actions required to protect the security and privacy of criminal justice information in Illinois.

In 1982, Congress eliminated federal funds used to support the ILEC, so alternatives had to be developed. Through an executive order, then-Gov. James R. Thompson abolished both the ILEC, and the ICJIC.

A second 1982 executive order issued by former Gov. James Thompson established the Illinois Criminal Justice Information Authority as an independent state agency. The Authority officially began operating Jan. 1, 1983, after passage of the Illinois Criminal Justice Information Act [20 ILCS 3930/1 et seq.] by the Illinois General Assembly. The Act was amended in 1990 to add the Motor Vehicle Theft Prevention Program, which has been administered and staffed by the Authority since Jan. 1, 1991.

We began with a budget of \$1.1 million and a staff of 47, and all but a few staff members were supported with general revenue. By FY10, our headcount had grown to 78 and our budget had increased to more than \$130.1 million, largely due to increases in federal funds we received. Together, these funds comprise 98 percent of the agency's budget. Clearly, the federal grant programs administered by the Authority, starting with two in 1985 and increasing to 14 in 2010, have had a substantial impact on the agency and the state, as our grant load has grown from 125 to 704.

Another component of both the ILEC and the Authority was the Statistical Analysis Center (SAC), which was established in 1977. Its purpose is to improve the quality and availability of criminal justice data, to develop new statistical methods and applications, and to help state and local criminal justice agencies apply statistical techniques to problem-solving and more efficient resource management. The SAC evolved into what is now the Authority's Research & Analysis Unit. The Research and Analysis Unit has consistently received national recognition for its efforts, most recently in 2010, when two of its reports were separately awarded the prestigious Philip Hoke National Publication Award of Excellence from the Justice Research and Statistics Association, a national peer group.

MISSION STATEMENT

The Authority works to identify critical issues facing the criminal justice system in Illinois, and to propose and evaluate policies, programs, and legislation that address those issues. We also work to ensure that the criminal justice system in Illinois is as efficient and effective as possible. The Authority accomplishes its goals through efforts in four areas: 1) policy and planning; 2) research and analysis; 3) grant administration; and 4) information systems and technology.

Policy and planning

The Authority:

- Develops and implements comprehensive strategies to increase public safety through crime control and reduction, drug and violent crime law enforcement, efforts to reduce recidivism by appropriate sanctions, programs and treatment, and assistance to crime victims through strategic planning and technical assistance using federal funds awarded to Illinois.
- Advises the governor and the General Assembly on criminal justice policies and legislation.
- Coordinates policymaking groups to learn about ongoing concerns of criminal justice officials.
- Develops and evaluates state and local programs for improving law enforcement and the administration of criminal justice.

Research and analysis

The Authority:

- Publishes research studies that analyze a variety of crime trends and criminal justice issues.
- Acts as a clearinghouse for information and research on crime and the criminal justice system.
- Audits the state central repositories of criminal history record information for data accuracy and completeness.
- Develops and tests statistical methodologies, and provides statistical advice and interpretation to support criminal justice decision-making.

Grants administration

The Authority:

- Implements and funds programs in all areas of criminal justice through grants under the Victims of Crime Act, Violence Against Women Act, Justice Assistance Grants, Project Safe Neighborhoods, Juvenile Accountability Incentive Block Grants, and other grant programs as they become available.

- Monitors program activity, progress toward program goals and fiscal activity, and provides technical assistance to grantees.
- Provides staff support to the Illinois Motor Vehicle Theft Prevention Council, an 11-member board working to curb motor vehicle theft.
- Coordinates the Juvenile Crime Enforcement Coalition, charged with evaluating community-wide juvenile crime prevention needs and overseeing juvenile crime prevention planning initiatives supported with Juvenile Accountability Block Grant funding.

Information systems and technology

The Authority:

- Supports the development of an integrated criminal justice information network in Illinois.
- Serves as the sole administrative appeals body for determining citizen challenges to the accuracy of their criminal history records.
- Monitors the operation of existing criminal justice information systems to protect the constitutional rights and privacy of citizens.

The Authority's specific powers and duties are listed in detail in the Illinois Criminal Justice Information Act [20 ILCS 3930].

VALUES STATEMENT

The Authority is dedicated to improving the administration of criminal justice in the state. The Authority works to identify critical issues facing the criminal justice system and proposes legislation, programs, and policies that address those issues. The Authority also strives to ensure the criminal justice system is as efficient and effective as possible. Authority staff are guided by the following values as they work to fulfill this mission.

Integrity

We believe in personal and professional integrity. We take pride in the Authority's mission and in maintaining and building on the agency's reputation for producing high quality work that is accurate, honest, fair, timely, and ethical. To that end, we will conduct our activities and ourselves in a manner that earns the public's trust and inspires confidence in our work. We will seek to encourage public feedback on our activities and public participation in planning activities and meetings.

Leadership

We are committed to supporting and developing staff leadership at all levels. Authority managers should lead by supporting innovation and by providing purpose, direction, example, and motivation while working toward the Authority's mission and improving the Authority. Our staff is encouraged to exercise leadership in motivating subordinates, coworkers, and/or supervisors to accomplish the Authority's mission and to adhere to the values established by the Authority. When appropriate, the Authority, as an organization, should assume a leadership role in the criminal justice system.

Diversity

We believe in an environment that supports and encourages a diverse workplace. We are committed to creating a comfortable and effective work environment; building rapport between people who are culturally, racially, and by gender different; utilizing the diverse ideas and experiences of all people in the workplace; supporting the right of every individual to be treated with fairness, consideration and respect; and enhancing our organizational culture by continuously improving human resource practices so that all staff feel welcome, their differences are valued, and they are supported in their work.

Professional development

We believe the most important asset of the Authority is its staff, and believe in giving each employee a chance to realize his or her fullest potential. We are committed to enhancing and expanding the skills, knowledge, and expertise of our staff. Therefore, we will work to meet training needs and promote individual as well as collective career enhancement.

Public service

We recognize that as a government agency, we serve the public. We understand that our purpose is to serve the best interests of the public. To maximize the use of public funds in support of our mission, we will strive to operate in a cost-effective and efficient manner, and support programs that operate in such a manner. We acknowledge our responsibility to disseminate information to maintain our accountability to the public.

Respect

We are committed to cooperation and teamwork and will keep the value of those with whom we associate, inside and outside of the Authority, at the forefront as we pursue the Authority's mission. We will strive to treat others with consideration, common courtesy, and dignity.

Teamwork and collaboration

We value teamwork and collaboration. We seek an atmosphere where individual talents and organizational expertise are combined to achieve successful outcomes. Internally, we will foster shared participation, responsibility, and recognition among staff at all levels and across functional units. Externally, we will facilitate constructive relationships among policymakers, criminal justice agencies, and stakeholders throughout the criminal justice system.

Excellence

We believe all our work must be of high quality. That is, it should be useful, informative, timely, complete, accurate, cost effective, objective, free from bias, accessible, and reflective of the best professional practice. We also believe that the work of any one staff person reflects upon the work of the entire Authority. We expect all staff members to generate high-quality work products.

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AUTHORITY
COMMITTEE
MEMBERSHIP

AUTHORITY COMMITTEE MEMBERSHIP

The chairman is interested in getting your preferences for committee membership. Below is a summary of each committee's work. Please complete the form on the back of this page.

Legislation and Regulations Committee

This committee reviews criminal justice-related legislation and regulations proposed by Authority staff and other agencies. It also provides testimony and makes recommendations to the governor and General Assembly, as provided in the Illinois Criminal Justice Information Act. The committee studies and recommends regulations to ensure the privacy and security of criminal history record information as required by law.

Budget Committee

The Budget Committee reviews the Authority's budget and oversees the Criminal Justice Trust Fund. It receives fiscal reports about the funds made available to further the purposes of the Illinois Criminal Justice Information Act and oversees the grant award procedures of the Authority. In addition, committee members may present testimony and advocate for the Authority's budget request before the governor and General Assembly.

Information Systems Committee

This committee reviews and monitors the development and operation of comprehensive information systems in Illinois. The Information Systems Committee also oversees the annual and periodic audits of the state central repositories, as provided in the Illinois Criminal Justice Information Act, and evaluates programs and makes recommendations regarding the proper reporting of automated dispositions to the Illinois State Police by state's attorneys and clerks of the circuit courts. In addition, the committee reviews integration efforts to ensure that they fall within the broader goals of statewide justice information systems coordination.

Planning and Research Committee

The Planning and Research Committee reviews the research projects, proposals, and programs of the Authority's Research & Analysis Unit, and evaluates and correlates state and local programs, as provided in the Illinois Criminal Justice Information Act. The Planning and Research Committee also helps determine research and evaluation priorities in meeting the needs of decision-makers. The Planning and Research Committee oversees the Institutional Review Board to ensure the protection of human research subjects and compliance with applicable laws and regulations. The board reviews all research involving human subjects that is conducted, sponsored, or supported by the Authority.

Appeals Committee

The Appeals Committee decides administrative appeals by citizens who have challenged the accuracy and completeness of their state criminal history records.

COMMITTEE MEMBERSHIP FORM

Please use this form to indicate the committees on which you would like to work.

Name: _____

Committees

Legislation and Regulations _____

Budget _____

Information Systems _____

Planning and Research _____

Appeals _____

AUTHORITY COMPOSITION, MEMBERSHIP AND COMMITTEES

The Illinois Criminal Justice Information Authority is governed by a 23-member board of state and local leaders in the criminal justice community, and experts from the private sector. A chairman, who is appointed by the governor from among the board's members, leads the Authority.

Illinois Criminal Justice Information Authority

| <i>Members serving by statute:</i> |
|--|
| <ul style="list-style-type: none">• Illinois Attorney General (or designee).• Director, Illinois State Police.• Director, Illinois Department of Corrections.• Director, Office of the State's Attorney's Appellate Prosecutor.• Director, Office of the State Appellate Defender.• Executive Director, Illinois Law Enforcement Training and Standards Board.• Superintendent of the Chicago Police Department.• Cook County State's Attorney.• Cook County Board President.• Cook County Circuit Court Clerk.• Cook County Sheriff.• Cook County Public Defender. |
| <i>Members appointed by the Governor:</i> |
| <ul style="list-style-type: none">• Six members of the public.• A police chief.• A sheriff.• A state's attorney.• A circuit court clerk.• A public defender. |

Current Authority Board Membership

| Member | Current Incumbent | Original Appointment Date | Last Appointment Date | Current Term Expiration Date |
|---|------------------------------|------------------------------|-----------------------|------------------------------|
| Member of the General Public | Peter M. Ellis, Chairman | 1/14/11 | | 1/18/15 |
| Member of the General Public | Felix M. Gonzalez | 1/19/10 | | 1/20/14 |
| Member of the General Public | John R. Harvey | 11/30/11 | | 1/18/15 |
| Member of the General Public | Lisa S. Jacobs | 11/30/11 | | 1/18/15 |
| Member of the General Public | John Maki | 11/30/11 | | 1/18/15 |
| Member of the General Public | Angela R. Rudolph | 11/30/11 | | 1/18/15 |
| A Police Chief | William T. Fitzpatrick | 11/30/11 | | 1/18/15 |
| A Sheriff | Patrick B. Perez | 1/11/09 | | 1/21/13 |
| A State's Attorney | John B. Roe IV | 11/30/11 | | 1/18/15 |
| A Circuit Court Clerk | Becky Jansen | 2/15/06 | | 1/14/08 |
| A Public Defender | Randall B. Rosenbaum | 5/19/11 | | 1/18/15 |
| Illinois Attorney General | Lisa Madigan | <i>Not Applicable</i> | | |
| Director, Illinois State Police | Hiram Grau | | | |
| Director, Department of Corrections | S. A. Godinez | | | |
| Director, Office of State's Attorney's Appellate Prosecutor | Patrick Delfino | | | |
| Director, Office of the State Appellate Defender | Michael J. Pelletier | | | |
| Director, Law Enforcement Training and Standards Board | Kevin T. McClain | | | |
| Superintendent, Chicago Police Department | Garry F. McCarthy | | | |
| Cook County State's Attorney | Anita Alvarez, Vice Chairman | | | |
| Cook County Board President | Toni Preckwinkle | | | |
| Cook County Circuit Court Clerk | Dorothy Brown | | | |
| Cook County Sheriff | Thomas Dart | | | |
| Cook County Public Defender | Abishi C. Cunningham | | | |

Committee Assignments

| Committee: | Legislation & Regulation | Budget | Information Systems | Planning & Research | Appeals |
|--------------------------|-------------------------------------|---------------|----------------------------|--------------------------------|----------------|
| <i>Chair</i> | Delfino | Brown | Maki | Jacobs | Rosenbaum |
| <i>Vice Chair</i> | Hora | Alvarez | Brown | Maki | Gonzalez |
| <i>Members</i> | Brown | Ellis | Alvarez | Dart | Ellis |
| | Godinez | Cunningham | Dart | Fitzpatrick | Hora |
| | Gonzalez | Dart | Delfino | Harvey | Maki |
| | Grau | Godinez | Grau | Pelletier | Pelletier |
| | Jacobs | Grau | Perez | Roe | Rudolph |
| | Jansen | Harvey | | Rosenbaum | |
| | Pelletier | Hora | | | |
| | Roe | Jacobs | | | |
| | Rosenbaum | Jansen | | | |
| | | McCarthy | | | |
| | | Preckwinkle | | | |
| | | Rosenbaum | | | |
| | | Rudolph | | | |

Authority Member Committee Designees

Ex Officio Authority Members (those serving by statute) are permitted to designate individuals to represent them at any and all committee meetings. This table reflects current permanent designations and not designations made for particular meetings.

| Ex Officio Authority Member | Legislation & Regulation | Budget | Information Systems | Planning & Research |
|--|---|--|--------------------------------|--|
| Anita Alvarez | | <i>Jennifer Greene</i> | <i>Mike Carroll</i> | |
| Dorothy Brown | <i>Catherine Zaryczny</i> | <i>Wasiu Fashina</i> | <i>Bridget Dancey</i> | <i>John Chatz</i> |
| Thomas Dart | | <i>Suzanne McNamara</i> | <i>Helen Burke</i> | |
| Patrick Delfino | | | | |
| S. A. Godinez | <i>Jenni Scheck</i> | <i>Gladyse C. Taylor, Bryan Gleckler, Joseph Rose</i> | | |
| Hiram Grau | <i>Patrick Keen</i> | <i>Patrick Keen</i> | <i>Patrick Keen</i> | |
| Lisa Madigan | <i>Cynthia Hora</i> | <i>Cynthia Hora</i> | | |
| Garry F. McCarthy | | <i>Bernice Cuello</i> | | |
| Kevin T. McClain | | | | |
| Michael Pelletier | | | | |
| Toni Preckwinkle | | <i>Juliana Stratton</i> | | |
| Abishi C. Cunningham | | <i>Christopher C. Garcia, Patrick Reardon, Daynia Sanchez-Bass</i> | | |

Authority member responsibilities

The essence of the Illinois Criminal Justice Information Authority is the collaboration of key leaders of the criminal justice system and members of the public who come together on a regular basis to discuss and develop responses to issues confronting the parts of the system and the system as a whole. It is a unique forum for state and local justice agencies to coordinate their work and discuss the impact of an action by one on the others. As such, the Authority takes on issues that are of interest to not just a single agency or component of the justice system but to multiple parts of the system, as well as to victim and offender service providers, advocates, and members of the general public. Authority members focus on such issues impartially and seek collaborative strategies to address them.

The Authority convenes on a quarterly basis. These meetings generally last no more than 2 ½ hours. All meetings are conducted in accordance with the Open Meetings Act, are recorded, and are the subject of detailed minutes, which document discussion and actions taken. Staff sends out meeting materials in advance of the meeting for the members' review. Authority members are expected to read the meeting materials in advance of the meeting and actively participate in the meeting.

The Authority chairman may designate members to serve on one or more of the Authority's committees. The Authority's rules permit any member to participate in any committee meeting. Committee meeting materials are mailed to all Authority members.

Ex-officio members may designate a staff person to serve on a committee on their behalf. Because of the nature of the Authority's work, it is expected that such designees would be drawn from the senior leadership of the Authority member's organization. It is expected that designees will have discussed the meeting materials with the Authority member in advance of the meeting.

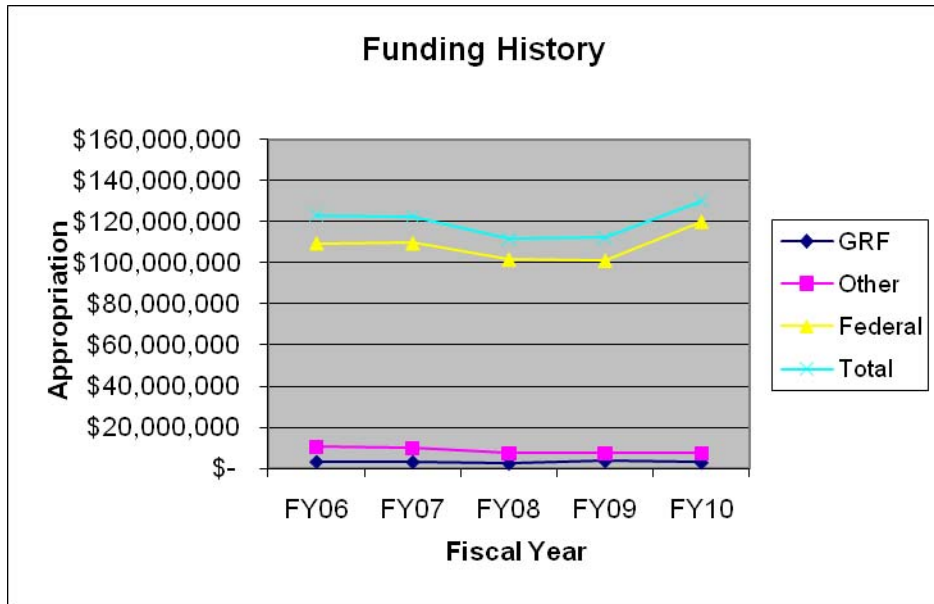
Questions regarding an upcoming meeting or meeting materials received should be directed to the Authority Executive Director or General Counsel.

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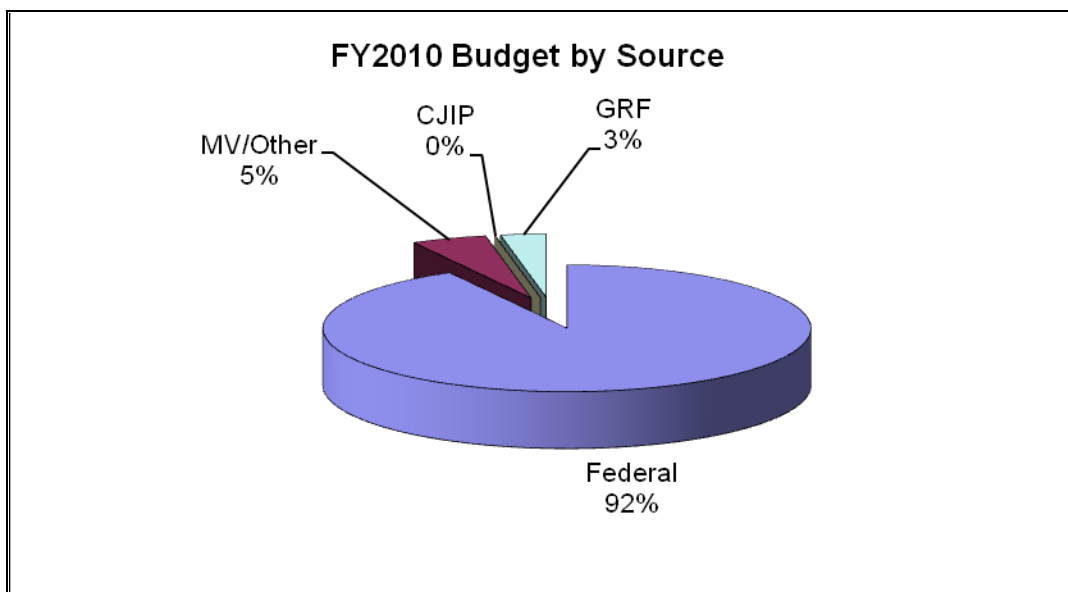
FISCAL INFORMATION

FISCAL INFORMATION

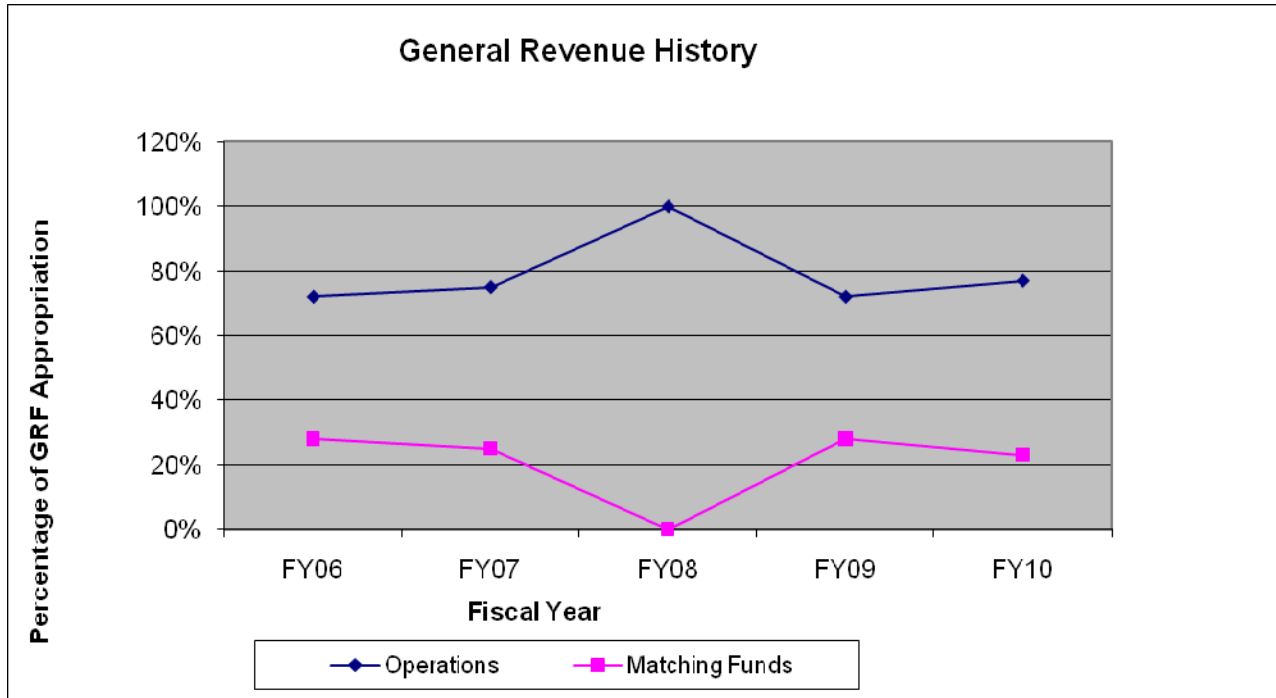
In the past five years, the Illinois Criminal Justice Information Authority's total budget has increased by 6 percent, from \$123 million in fiscal year FY06 to \$130 million in FY10. As shown in the chart below, this increase is largely due to an increase in federal funding due to the American Recovery and Reinvestment Act (ARRA) of 2009 funding received.



The Authority receives funding from five sources: the federal government (Federal), the Motor Vehicle Theft Prevention Council (MV), private or not-for-profit entities (CJIP) and the state general revenue fund (GRF). The following chart illustrates the composition of the Authority's FY10 budget by funding source.

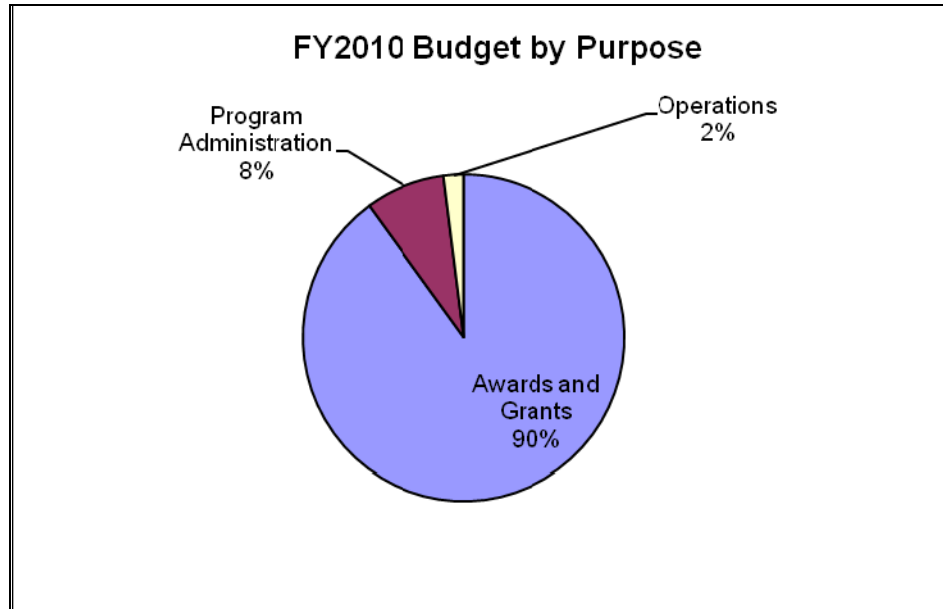


The Authority's state general revenue funds budget supports both agency operations and the required matching funds for federal grants. State general revenue funds made up 3 percent of the Authority's budget in FY06. In FY10, that percentage remained the same percentage of our overall budget. The following chart illustrates the change in how the funds have been appropriated.

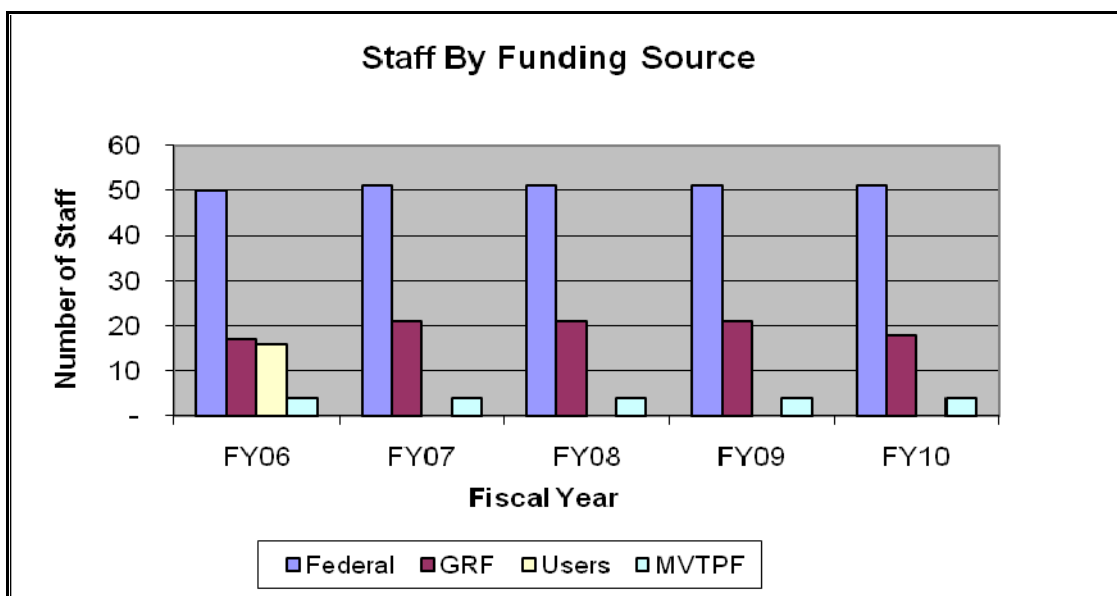


In FY06, 72 percent of our GRF appropriation supported agency operations and 28 percent was appropriated for matching funds; in FY10 only 23 percent supports matching funds, while 77 percent supports agency operations.

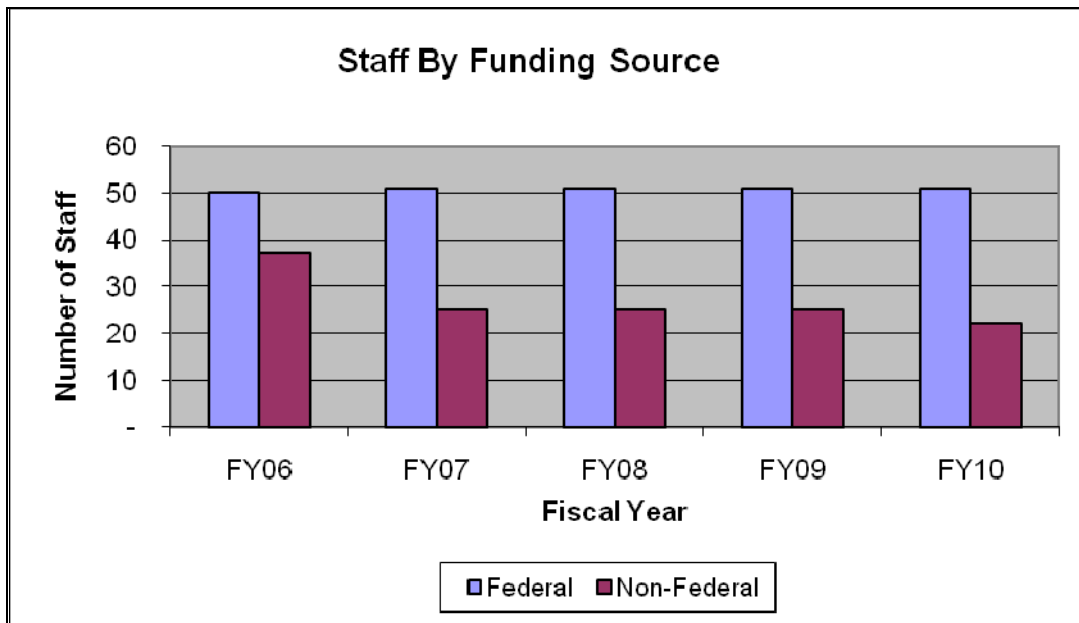
As illustrated in the chart below, basic agency operations make up just 2 percent of the Authority's overall FY10 budget. The majority, 90 percent, is distributed to other state and local governments and not-for-profit agencies in the form of grants.



Program administration, at 8 percent of our budget, refers to the administrative support for awards and grants and supports nearly half of our authorized headcount. The following chart reflects the total Authority staff by funding source, from FY06 to FY10.



In FY06, the Authority GRF-funded headcount was 17. Since that time, our GRF headcount has increased to 21 for FY10. In FY06, 57 percent of the Authority staff was funded with federal dollars. In FY10, the percent of Authority staff funded by federal dollars had increased to 70 percent.

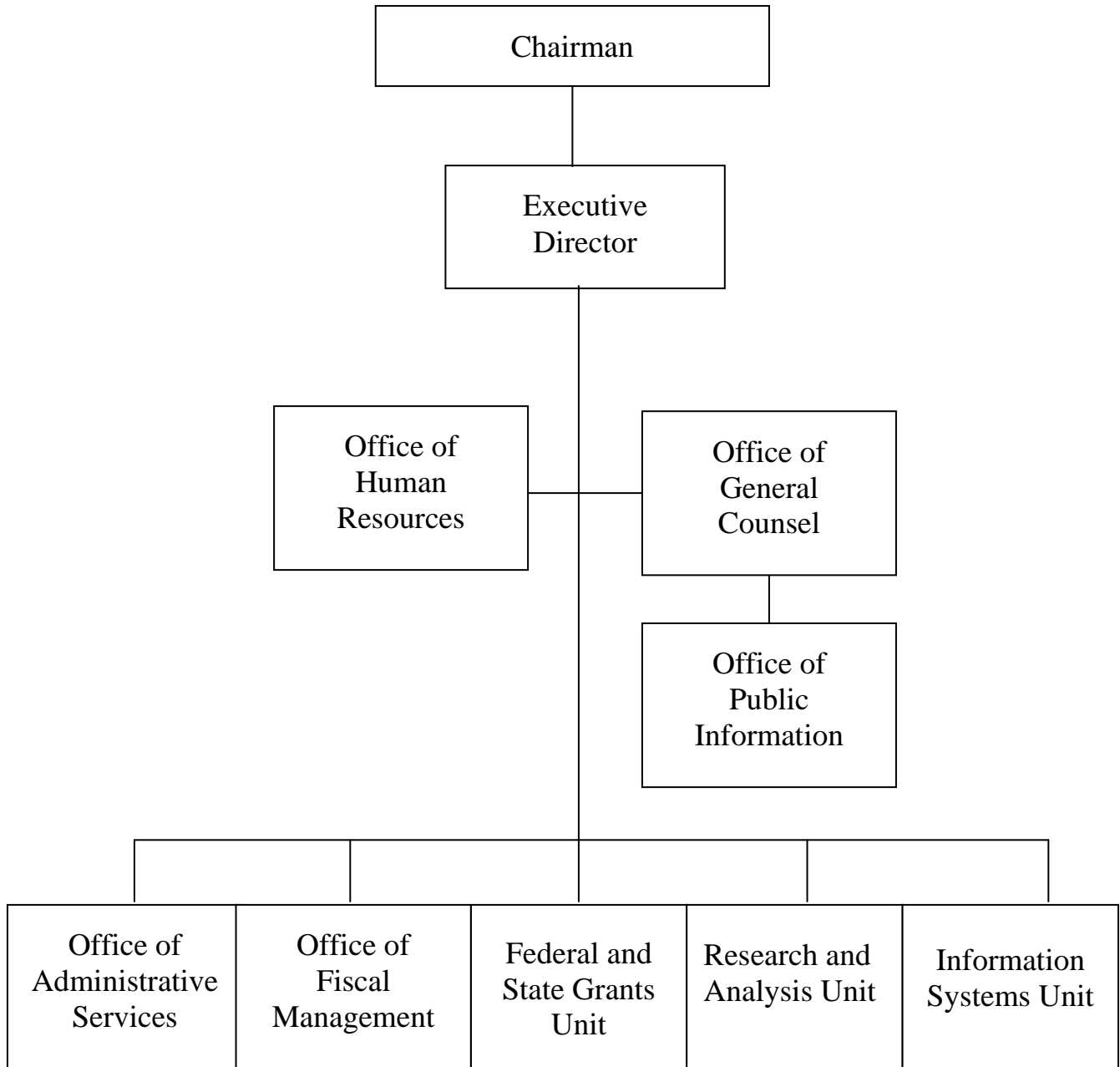


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ORGANIZATIONAL CHART

ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY

ORGANIZATIONAL CHART



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EXECUTIVE STAFF

EXECUTIVE STAFF

The executive director, who is appointed by the governor with senate confirmation, oversees the day-to-day operation of the Authority. The executive director has traditionally relied on the heads of the Authority's major units to function as an executive management team and serve as associate directors of the agency.

EXECUTIVE DIRECTOR



Jack Cutrone - Jack Cutrone was appointed Executive Director in October 2009 after having served as the agency's general counsel since January 2006. As executive director, Mr. Cutrone directs ICJIA staff on the day-to-day operation of the agency. He also serves on the Illinois Sex Offender Management Board, Illinois Violence Prevention Authority, Illinois Family Violence Coordinating Council, the Redeploy Illinois Executive Steering Committee, the Sentencing Policy

Advisory Council, and the Risk and Needs Assessment Task Force. Prior to his state service, Mr. Cutrone was a trial and appellate attorney in both the public and private sectors for 33 years, including serving as deputy chief of the Cook County State's Attorney's Special Prosecutions Bureau. He also has served as an author for the Illinois Institute of Continuing Legal Education and has taught on a part-time volunteer basis at area law schools and at bar association seminars in substantive law and trial practice. Additionally, Mr. Cutrone is Vice President of the National Criminal Justice Association, the Washington, D.C., based federal advocacy group that focuses on developing and implementing national policy to improve criminal justice throughout the country.

OFFICE OF ADMINISTRATIVE SERVICES



Hank Anthony – Hank Anthony has been associate director for Administrative Services since January 1994. In that position he has been responsible for providing support for the day-to-day operations of the Authority. These responsibilities include: procurement of all Authority supplies and equipment (as State Procurement Officer, SPO), telecommunications (as agency telecommunications coordinator), inventory control, agency emergency team, mail

operations, vehicle operations and maintenance, security, reception, travel, and conference coordination and set-up both inside and outside Authority space. Before coming to the Authority, Mr. Anthony served in the U.S. Army (1963 – 1993) in numerous command and staff positions as an infantryman and pilot retiring with the rank of Colonel. Mr. Anthony is a graduate of the United States Army War College (1987). Mr. Anthony has a bachelor's degree in business from Columbus College and a master's degree in personnel administration from Troy State University.

FEDERAL AND STATE GRANTS UNIT



John C. Chojnacki – John C. Chojnacki has actively worked in the criminal justice system for more than 35 years at state and local levels. As program director of the Illinois Motor Vehicle Theft Prevention Council for the Authority, he oversaw grant funding and logistical support for state initiatives aimed at reducing vehicle thefts. His duties as associate director of the Federal and State Grants Unit include administering more than \$100 million in funds for an estimated 500 annual grant

awards. Mr. Chojnacki spent 31 years with the Chicago Police Department, rising to the rank of sergeant assigned to coordinate training in the detective division. He was a squadron commander with the Illinois Air National Guard with the rank of lieutenant colonel, having served overseas as military liaison chief assigned to assist Poland's admission to NATO. Mr. Chojnacki is a criminal justice instructor at Lewis University, from which he received a master's degree in that field, and has taught at Chicago City Colleges. He speaks three languages, has received numerous awards in his professional, military and educational careers, and has authored numerous articles in police and military publications on law enforcement and terrorism.

OFFICE OF FISCAL MANAGEMENT



Dreena S. Jones – Dreena S. Jones is chief fiscal officer of the Authority. Ms. Jones is responsible for the administration of the Authority's \$121 million annual budget and oversees the processing, recording, and reporting of all financial transactions for the Authority's several funds. Ms. Jones has more than 15 years of finance experience. Prior to joining the Authority, she was a senior financial analyst for the Chicago Park District and worked in

collaboration with the city's comptroller and deputy comptroller to report and manage the financial success of the park district, with total assets exceeding \$2 billion. Ms. Jones also has a background in investments. She started as a data analyst with Marco Consulting Group (MCG) and was promoted to financial analyst and investment manager analyst of MCG's Manager Search/Research Group. MCG is the largest consultant to jointly trustee benefit plans in the U.S., providing services to assets totaling over \$85 billion. Ms. Jones has a bachelor's degree in accounting and business administration from Robert Morris College and a master's of business administration from Keller Graduate School of Management.

OFFICE OF GENERAL COUNSEL



Lisa Stephens — Lisa Stephens is the Authority General Counsel. As general counsel, Ms. Stephens provides legal services to the Authority, particularly in the areas of interagency funding agreements and the Illinois Freedom of Information Act. She also acts as chief of staff and, in the absence of the executive director, provides leadership, direction, and policymaking decisions for the Authority. Ms. Stephens has more than a decade of legal experience, including more than eight years as an assistant state's attorney with the Cook County State's Attorney's Office and more than two years as chief of medical prosecutions with the Illinois Department of Financial and Professional Regulation. Ms. Stephens received a juris doctorate from the Chicago Kent College of Law, and a bachelor's degree in political science from University of Toledo.

OFFICE OF HUMAN RESOURCES



Edith Feliciano — Edith Feliciano is associate director of the Office of Human Resources. In this capacity, Ms. Feliciano oversees all human resources and labor relations programs. She serves as labor relations manager advising managers and administrators on labor relations issues, formulates policy, and provides advice and guidance to the executive director on matters involving human resources and labor relations. She also functions as the agency's Equal Employment Opportunity Officer, formulating and implementing the agency's Affirmative Action Plan. Ms. Feliciano has more than 30 years of human resources experience. Prior to joining the Authority, Ms. Feliciano served as selection manager with the Department of Human Services Bureau of Recruitment and Selection.

INFORMATION SYSTEMS UNIT



Anthony L. Jenkins—Tony Jenkins is associate director of the Information Systems Unit. He has nearly 30 years of experience in computer information technology, having worked as the ICJIA operations director for IPSAN, and in other capacities for the Authority during most of his career. He has a B.S. degree in technical management from DeVry Institute of Technology, a diploma in digital electronics also from DeVry, and a diploma in computer operations from Computer Learning Center.

RESEARCH AND ANALYSIS UNIT



Mark Myrent – Mark Myrent is associate director of the Research and Analysis Unit. He most recently served as research director for the Cook County Juvenile Court, where he conducted research on juvenile detention alternatives and on mental health screening of court-involved youth. Before that he was Illinois Integrated Justice Information System (IIJIS) project manager, a senior research manager with the Research & Analysis Unit, and has served in various other capacities with the Authority. His extensive experience in the field of criminal justice includes having taught at Loyola University, Chicago, and the College of DuPage, and he was a juvenile justice specialist with the Illinois Law Enforcement Commission/Juvenile Justice Commission. He is a doctoral candidate (2008) in criminal justice at the University of Illinois at Chicago and has a master's degree in that field, and also has a B.A. in psychology from Northern Illinois University. He is the author of numerous publications on the subjects of juvenile justice, the IIJIS project, computerized access to criminal history records, and topics relating to trends in law enforcement. He has acted as chairman of the Cook County Juvenile Detention Alternatives Initiative Research Committee, as vice-chairman of the Salvation Army Correctional Services Advisory Committee, and is a member of the Steering Committee for Illinois Victim Information and Notification Everyday System. Other professional memberships include the Illinois Detention Alternatives Initiative Partners Committee, the IIJIS Planning and Technical Committees, and the Cook County Information Subcommittee.

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CRIME CONTROL, CRIME PREVENTION, AND VICTIM ASSISTANCE

CRIME CONTROL, CRIME PREVENTION, AND VICTIM ASSISTANCE

The Authority administers federal grant programs. Each grant program has its own set of guidelines, including different allowable purposes, required matching contributions, and the amount of funds available for administrative costs. The following programs are administered by the Authority:

Justice Assistance Grants

The Justice Assistance Grant (JAG) program was designed to streamline justice funding and grant administration. The program blends funding for Edward Byrne Memorial State and Local Law Enforcement Assistance (also known as ADAA) and Local Law Enforcement Block Grant (LLEBG) programs to provide agencies with the flexibility to prioritize and place justice funds where they are needed most.

Byrne grants supported government programs that enable the enforcement of Illinois drug laws and help decrease the likelihood of violent crime. LLEBG program funds provided local governments with funding to underwrite projects that reduce crime and improve public safety. JAG funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice for any one or more of the following purpose areas:

- Law enforcement
- Prosecution and court
- Prevention and education
- Corrections and community corrections
- Drug treatment programs
- Planning, evaluation, and technology improvement

FISCAL SUMMARY Justice Assistance Grants

| Award # | Federal fiscal year | Award amount |
|----------------------|---------------------|--------------|
| 05-DJ-BX-0308 | 2005 | \$14,323,885 |
| 06-DJ-BX-08681 | 2006 | \$8,501,000 |
| 07-DJ-BX-0084 | 2007 | \$12,469,262 |
| 08-DJ-BX-0034 | 2008 | \$4,299,478 |
| 08-DJ-BX-0758 – Supp | 2008 | \$426,751 |
| 09-SU-B9-0055 – ARRA | 2009 | \$50,198,081 |
| 09-DJ-BX-0023 | 2009 | \$12,212,026 |
| 10-DJ-BX-0015 | 2010 | \$11,877,102 |

Victims of Crime Act

The Victims of Crime Act (VOCA), funded by fines paid by those convicted of violating federal laws, supports direct services to victims of crime. The act requires that priority be given to direct services for victims of sexual assault, domestic violence, child abuse, and other groups identified by the state as underserved victims of crimes.

FISCAL SUMMARY **Victims of Crime Act Program**

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 08-VA-GX-0026 | 2008 | \$12,411,000 |
| 09-VA-GX-0061 | 2009 | \$14,583,006 |
| 10-VA-GX-0118 | 2010 | \$16,464,282 |

Violence Against Women Act

The S.T.O.P. (Services, Training, Officers, Prosecutors) Violence Against Women Act (VAWA) authorizes grants to states for programs that improve the response of the criminal justice system to sexual assault and domestic violence, dating violence, stalking, and the victims of those offenses. States must allocate a minimum of 30 percent of the VAWA funds to victim services, 25 percent to law enforcement, 25 percent to prosecution, and 5 percent to the courts. The remaining 15 percent may be allocated at the state's discretion within the parameters of the Act.

FISCAL SUMMARY **Violence Against Women Act Program**

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 06-WF-AX-0027 | 2006 | \$4,458,358 |
| 07-WF-AX-0004 | 2007 | \$3,842,155 |
| 08-WF-AX-0004 | 2008 | \$4,013,551 |
| 09-WF-AX-0008 | 2009 | \$4,392,483 |
| 10-WF-AX-0064 | 2010 | \$4,846,712 |

Violence Against Women Act American Recovery and Reinvestment Act

The Violence Against Women Act (VAWA) ARRA program authorizes a onetime grant to states for programs that improve the response of the criminal justice system to sexual assault and domestic violence, dating violence, stalking, and the victims of those offenses. States must allocate a minimum of 30 percent of the VAWA funds to victim services, 25 percent to law enforcement, 25 percent to prosecution, and 5 percent to the courts. The remaining 15 percent may be allocated at the state's discretion within the parameters of the Act. These funds have the

additional ARRA stipulation that they must be used specifically to create and/or retain jobs under the guidelines of the original act.

FISCAL SUMMARY
Violence Against Women Act ARRA Program

| Award # | Federal fiscal year | Award amount |
|--------------------|----------------------------|---------------------|
| 09-EF-S6-0017 ARRA | 2009 | \$5,094,365 |

Sexual Assault Services Program Violence Against Women Act Grant

The VAWA Sexual Assault Services Program (SASP) authorizes grants to states to assist them in supporting rape crisis centers and other nonprofit, nongovernmental organizations that provide core services, direct intervention, and related assistance to victims of sexual assault. Funds provided through the SASP Formula Grant Program are designed to supplement other funding sources directed at addressing sexual assault on the State level. Rape crisis centers and other nonprofit organizations such as dual programs providing both domestic violence and sexual violence intervention services play a vital role in assisting sexual assault victims through the healing process, as well as assisting victims through the medical, criminal justice, and other social support systems.

FISCAL SUMMARY
Sexual Assault Services Program Violence Against Women Act Grant Program

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 09-KF-AX-007 | 2009 | \$353,084 |
| 10-KF-AX-0025 | 2010 | \$260,361 |

NICS Act Record Improvement Program (NARIP)

The NICS (National Instant Criminal Background Check System) Improvement Act was enacted in the wake of the April 2007 shooting tragedy at Virginia Tech. The Virginia Tech shooter was able to purchase firearms from an FFL because information about his prohibiting mental health history was not available to the NICS, and the system was therefore unable to deny the transfer of the firearms used in the shootings. The NICS Improvement Act seeks to address the gap in information available to NICS about such prohibiting mental health adjudications and commitments and other prohibiting factors. Filling these information gaps will better enable the system to operate as intended to keep guns out of the hands of persons prohibited by federal or state law from receiving or possessing firearms. The automation of records will also reduce delays for law-abiding gun purchasers. The Illinois State Police receive 100% of this award for improvements to improve the completeness, accuracy and timeliness of information relayed to NICS.

FISCAL SUMMARY
NICS Act Record Improvement Program

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 10-NS-BX-K061 | 2010 | \$1,209,500 |

National Criminal History Improvement Program

The National Criminal History Improvement Program (NCHIP) was established in 1995 to promote the accuracy, completeness and timeliness of criminal history records. Funds are used at the state and local levels to improve the quality of criminal history records, or "rap sheets," which are used by police, prosecutors, judges and non-criminal justice agencies. Approximately 85 percent of the program funds have been awarded to the Illinois State Police for improvements to the state's criminal history program. At the local level, funds are primarily used for the electronic capture and transfer of fingerprints and associated information about alleged offenders.

FISCAL SUMMARY
National Criminal History Improvement Program

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 96-RU-RX-K003 | 1996 | \$9,442,000 |
| 00-RH-CX-K001 | 2000-2003 | \$5,895,000 |
| 04-RU-BX-K057 | 2004 | \$1,069,000 |
| 06-RU-BX-K040 | 2006 | \$408,182 |
| 09-RU-BX-K019 | 2009 | \$266,000 |
| 11-RU-BX-K027 | 2011 | \$324,000 |

Residential Substance Abuse Treatment

The Residential Substance Abuse Treatment (RSAT) program for state prisoners provides formula grants to state and local correctional agencies for the implementation of treatment programs for offenders housed in residential facilities.

FISCAL SUMMARY
Residential Substance Abuse Treatment Program

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 97-RT-VX-0017 | 1997 | \$892,316 |
| 98-RT-VX-0017 | 1998 | \$1,924,928 |
| 99-RT-VX-0017 | 1999 | \$1,868,737 |
| 00-RT-VX-0036 | 2000 | \$1,889,725 |
| 01-RT-BX-0035 | 2001 | \$1,861,520 |

| | | |
|---------------|------|-------------|
| 02-RT-BX-0004 | 2002 | \$2,078,280 |
| 03-RT-BX-0045 | 2003 | \$1,807,801 |
| 05-RT-BX-0016 | 2005 | \$977,510 |
| 06-RT-BX-0032 | 2006 | \$288,870 |
| 07-RT-BX-0040 | 2007 | \$278,825 |
| 08-RT-BX-0023 | 2008 | \$254,785 |
| 09-RT-BX-0053 | 2009 | \$284,042 |
| 10-RT-BX-0023 | 2010 | \$827,972 |

Juvenile Accountability Block Grants

The Juvenile Accountability Incentive Block Grants (JABG) program, as envisioned by Congress, is to reduce juvenile offending through supporting accountability-based programs that focus on offenders and state and local juvenile justice systems. The basic premise underlying the JABG program is that both the juvenile offender and the juvenile justice system must be held accountable. In implementing the program, the Office of Juvenile Justice and Delinquency Prevention seek to reduce juvenile offending through both offender-focused and system-focused activities that promote accountability. For the juvenile offender, accountability means an assurance of facing individualized consequences through which he or she is made aware of and held responsible for the loss, damage, or injury that the victim experiences. Such accountability is best achieved through a system of graduated sanctions imposed according to the nature and severity of the offense, moving from limited interventions to more restrictive actions if the offender continues delinquent activities. For the juvenile justice system, strengthening the system requires an increased capacity to develop youth competence, to efficiently track juveniles through the system, and to provide enhanced options such as restitution, community service, victim-offender mediation, and other restorative justice sanctions that reinforce the mutual obligations of an accountability-based juvenile justice system. The long-term goals of the JABG program are the following: By 2012, 76 percent of youth that subgrantees serve will be processed using graduated sanctions approaches; By 2012, no more than 30 percent of program youth will reoffend.

FISCAL SUMMARY **Juvenile Accountability Block Grants Program**

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 06-JB-FX-0018 | 2006 | \$1,489,000 |
| 07-JB-FX-0041 | 2007 | \$1,477,100 |
| 08-JB—FX-0040 | 2008 | \$1,544,600 |
| 09-JB-FX-0081 | 2009 | \$1,739,700 |
| 10-JB-FX-0075 | 2010 | \$1,660,700 |

Motor Vehicle Theft Prevention Council

With the support of the insurance industry, the General Assembly established the Illinois Motor Vehicle Theft Prevention Council in 1991 to combat vehicle theft, insurance fraud, and related crimes. The 11-member Council is made up of law enforcement and insurance industry officials. Authority staff carries out day-to-day work of the Council. The Council's responsibilities, as listed in the Illinois Motor Vehicle Theft Prevention Act, include: assessing the scope of motor vehicle theft, particularly in those areas of the state with the highest theft rates; allocating funds made available for the purpose of the act, and developing and implementing strategies to combat motor vehicle theft.

The act requires that certain insurance companies pay into a special trust fund in the state treasury. Insurance companies licensed to write private passenger comprehensive coverage are required to pay \$1 into the fund annually for each vehicle insured in the previous year. The Council allocates grants supporting programs such as special auto theft task forces and investigative teams, prosecutions, statewide audits of salvage yards, public education, officer training, and data analysis.

FISCAL SUMMARY
Motor Vehicle Theft Prevention Council

Note: Numbers in parentheses are negative.

| | SFY 1991 - 2006 | SFY 2007 | SFY 2008 | SFY 2009 | SFY 2010 | TOTALS |
|---------------------------------|--------------------|-------------|-------------|-------------|-------------|---------------|
| REVENUE | | | | | | |
| Insurance company payments | 90,410,340 | 6,251,369 | 6,400,746 | 6,420,651 | 6,541,239 | 116,024,345 |
| Beat Auto Theft Program revenue | 7,585 | 0 | 0 | 0 | 0 | 7,585 |
| Interest on trust fund | 3,295,879 | 141,026 | 139,430 | 83,632 | 26,296 | 3,686,263 |
| Subtotal | 93,713,804 | 6,392,395 | 6,540,176 | 6,504,283 | 6,567,535 | 119,718,193 |
| Transfers from trust fund | (6,922,528) | 4,088 | 0 | 0 | 0 | (6,918,440) |
| Administrative expenditures | (4,417,028) | (327,023) | (326,590) | (282,541) | (265,574) | (5,618,756) |
| Grantee expenditures | (77,831,522) | (6,490,230) | (5,645,059) | (5,723,200) | (6,138,690) | (101,828,701) |
| Subtotal | (89,171,078) | (6,813,165) | (5,971,649) | (6,005,741) | (6,404,264) | (114,365,897) |
| Revenue less Expenditures | 4,542,726 | (420,770) | 568,527 | 498,542 | 163,271 | 5,352,296 |
| TRUST FUND BALANCE | 4,542,726 | 4,121,956 | 4,690,483 | 5,189,025 | 5,352,296 | |

Justice Information Technology Integration Implementation

Justice Information Technology Integration Implementation grant funding supports the work of the Illinois Integrated Justice Information Systems Implementation Board.

FISCAL SUMMARY **Justice Information Technology Integration Implementation**

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 01-MU-CX-0031 | 2001 | \$973,660 |

National Forensic Sciences Improvement Act

The Paul Coverdell National Forensic Sciences Improvement Act (NFSIA) authorizes funding to improve the quality, timeliness, and credibility of forensic science services for criminal justice purposes. NFSIA funding is directed to crime laboratories and medical examiners' offices based on a state's population and crime statistics. The program permits funding for facilities, personnel, computerization, equipment, supplies, education, and training. ISP operates nine laboratories that provide forensic services to almost 1,500 law enforcement agencies in Illinois.

FISCAL SUMMARY **National Forensic Sciences Improvement Act**

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 03-DN-BX-0017 | 2002 | \$141,689 |
| 03-DN-BX-0003 | 2003 | \$153,226 |
| 04-DN-BX-0194 | 2004 | \$289,134 |
| 05-DN-BX-0080 | 2005 | \$412,349 |
| 06-DN-BX-0048 | 2006 | \$435,312 |
| 07-CD-BX-0027 | 2007 | \$486,142 |
| 08-CD-BX-0046 | 2008 | \$571,604 |
| 09-CD-BX-0001 | 2009 | \$672,473 |
| 10-CD-BX-0015 | 2010 | \$952,434 |

Post conviction DNA Testing Assistance Program

The Post conviction DNA Testing Assistance Program was established to help defray the costs associated with post conviction DNA testing of forcible rape, murder, and non-negligent manslaughter cases in which actual innocence might be demonstrated. The Downstate Innocence Project, a unit of the University of Illinois Springfield, is currently receiving 100% of the award to identify and investigate post-conviction cases where there may be a meritorious assertion of actual innocence.

FISCAL SUMMARY **Post conviction DNA Testing Assistance Program**

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 10-DY-BX-K005 | 2010 | \$687,448 |

Project Safe Neighborhoods

Project Safe Neighborhoods (PSN) is a nationwide program committed to reducing gun crime by enhancing cooperative initiatives between local, state, and federal agencies. Led by regional task forces, the Authority administers PSN awards on behalf of the Office of the U.S. Attorney in both the Northern and Central Districts of Illinois. PSN sets aside substantial portions of each award for programs focused on juveniles.

In the Central District, headquartered in Springfield, PSN provides funds to facilitate local participation in cooperative gun and violent fugitive task forces. In the Northern District, headquartered in Chicago, the PSN strategy focuses on integrated public information, enforcement, prosecution, and parole efforts in the five Chicago police districts with the highest incidence of gun crime.

FISCAL SUMMARY **Project Safe Neighborhoods**

| Award # | Federal fiscal year | Award amount |
|----------------|----------------------------|---------------------|
| 03-GP-CX-0572 | 2003-2005 | \$855,660 |
| 03-GP-CX-0573 | 2003-2005 | \$2,655,704 |

7

SYSTEMATIC
RESEARCH, PLANNING,
AND COORDINATION

SYSTEMATIC RESEARCH, PLANNING AND COORDINATION

The Authority, through its Research and Analysis Unit (R&A), identifies and explores current or emerging criminal and juvenile justice issues that affect the Illinois justice system. Research and analyses are made available to state, county, and local governmental criminal justice decision-makers to assist them in their policy discussions and planning; and reports are also available to the general public. The Authority attempts to provide timely and objective information on key issues so that policy, program, and funding decisions are based on the most current data and evidence-based information available, rather than general perceptions. The following information is current as of this Handbook revision.

The research carried out by the Authority's Research and Analysis Unit takes several forms and is targeted to specific or general audiences, depending on the topic:

- ***Legislative Directives*** are policy impact studies that are directed to the Authority by the Illinois Legislature or the Office of the Illinois Governor, or that support those initiatives.
- ***Program Evaluation and Assessment Studies*** are program profiles, program implementation studies, program impact evaluations – often in partnership with the Authority's Federal and State Grants Unit.
- ***Policy Analysis/ Applied Research*** are comprehensive studies that focus on particular criminal justice system issues that have implications for policy, program development, or improved criminal justice practices.
- ***Statistical Portraits/Informational Reports*** contain tabular, graphical, and mapping presentations of criminal justice, juvenile justice, and risk factor data or descriptions of criminal justice processes.
- ***Management/Improvement of Criminal Justice Data*** are reports and services that provide data services and inform practitioners, researchers, and other audiences about criminal justice data sets, including discussions of data quality, and other data usage issues.
- ***CJ DataNet*** is an internet-based clearinghouse of criminal justice data for the State of Illinois. These data can be used to research broad issues or to examine crime problems in a specific Illinois city, county or regional area. Users can also create custom graphs and maps to display and compare data to fit their specific needs.

All publications are available via the Authority's website. Most publications can be viewed in PDF and/or HTML format, downloaded, or requested online. The Authority's web address is www.icjia.state.il.us.

Briefings/presentations

Authority staff are frequently called on to deliver presentations of program evaluation or research findings at dozens of local, state, and national venues including conferences of various professional associations, meetings of governmental task forces and special commissions, committee hearings, and other settings.

Criminal Justice Information Clearinghouse

The Authority serves as a state clearinghouse for statistics and other information about the criminal justice system. In 2010, Authority staff responded to 222 requests through the website or phone calls from people seeking information. Most requests for information came from private citizens (58 percent) or government agencies (18 percent). Other requests came from private agencies (9 percent), researchers (1 percent), students (11 percent), media (1 percent), inmates (1 percent), and legislators (less than 1 percent). About 27 percent of the requests originated in Chicago. Nearly 29 percent originated in other parts of the state. All other request for information was received from outside Illinois. Nearly 5000 Authority publications were distributed during the calendar year. Authority publications are available for download from the Authority's website: www.icjia.state.il.us .

ICJIA website

The Authority's website (accessible here: www.icjia.state.il.us) has undergone a major renovation over the last year. In 2010, the website experienced over 8 million hits from over 285,000 visitors. At least 1.2 million files were downloaded over the year. The Authority also has an on-line newsletter, *CJ Dispatch*, which currently has almost 3,000 subscribers.

Authority publications are available for download from the Authority's website: www.icjia.state.il.us .

Recent Research Reports

Research Report: Assessing Risk of Sexual and Violent Recidivism and Identifying Differences in Risk Factors: Comparing Probation Supervised and Released Imprisoned Sex Offenders (12/10)

Research Report: Post-Traumatic Stress Disorder (PTSD) and Victimization among Adult Female Inmates in the Illinois Department of Corrections (11/10)

Research Report: A Study of Co-occurring Health Conditions and Treatment
Coordination for Adult Jail Detainees in Residential Psychiatric Treatment (9/2010)

Research Report: Policies and Procedures of the Illinois Juvenile Justice System (8/2010)

Research Report: Student Perceptions of Campus Safety Initiatives: Assessing Views of
Critical Incident Prevention & Response (June 2010)

Research Report: Short-Term Impact Evaluation of the Lake County Adult Probation
Women's Specialized Services Program (May 2010)

Mental Health Screening and Assessment Practices in the Illinois Juvenile Justice System
(March 2010)

Research Reports: Victimization and help-seeking behaviors among female prisoners in
Illinois (April 2010)

Research Reports: Issues in Illinois College Campus Safety: History and Development of
Campus Safety Planning (March 2010)

Juvenile Justice System and Risk Factor Data 2007 Annual Report (December 2009)

Juvenile Justice System and Risk Factor Data 2007 Appendix H: Data Table Section
(December 2009)

RESTORATIVE JUSTICE GUIDES SERIES

Implementing Restorative Justice: A Guide for Schools (October 2009)

CRIMINAL JUSTICE *GET THE FACTS* SERIES

Get the Facts: Victims (11/2010)

Get the Facts: Arrests (11/2010)

Get the Facts: Corrections (11/2010)

Get the Facts: Criminal History Records (11/2010)

Get the Fact: Juvenile corrections and parole (June 2010)

Get the Facts: Juvenile sentencing (June 2010)

Get the Facts: Juvenile courts (February 2010)

Get the Facts: Juvenile pre-trial (January 2010)

Get the Facts: Juvenile arrests (December 2009)

Key Research Findings in 2010

Post-traumatic Stress Disorder and Victimization among Female Prisoners in Illinois

This research study involved interviews with 163 randomly-selected female inmates in the general population at Illinois Department of Corrections' facilities. Prevalence of and types of prior victimization among study respondents was explored. Study participants were asked questions on prior victimization in their lives and symptoms of post-traumatic stress disorder (PTSD) were gauged with the PTSD Symptoms Checklist (PCL). The study found:

- Eighty-three percent of the female prisoners in the sample were bothered by a PTSD symptom in the past month.
- Three-fourths of the sample was bothered in the past 30 days by the PTSD symptom of feeling very upset when something reminded them of a stressful past experience.
- Seventy-one percent of the sample was bothered by repeated, disturbing memories, thoughts, or images of a stressful experience from the past, and avoided thinking about or talking about a stressful past experience to avoid having feelings related to it.
- Sixty percent of the sample could potentially be diagnosed as having PTSD.
- About one-fourth of the sample experienced trauma symptoms in childhood; 41 percent as teenagers; and 84 percent in adulthood.
- More types of abuse and more severe abuse were associated with greater levels of PTSD symptoms.
- Those who experienced childhood sexual abuse, as well as those who experienced more types of abuse (physical and sexual) in childhood were more likely to have greater levels of PTSD symptoms.
- Those who experienced sexual abuse were more likely to have greater PTSD symptoms.
- Those who sought more types of help were more likely to have greater PTSD symptoms.
- Overall, these findings indicate that many female prisoners have currently or previously experienced PTSD symptoms. Those who experienced any childhood abuse, more severe abuse, and sexual abuse may be more likely to experience PTSD or greater levels of PTSD. These findings indicate service needs for PTSD for female prisoners.

Victimization and Help-Seeking Behaviors among Female Prisoners in Illinois

Researchers interviewed inmates at three female-only Illinois Department of Corrections (IDOC) facilities—Dwight (maximum security), Lincoln (medium security), and Decatur (minimum security). A random sample of 163 inmates was interviewed. Interview questions concentrated on participants' histories of substance abuse, physical abuse, sexual abuse, stalking and emotional abuse, trauma, and help-seeking strategies related to these issues. The study incorporated a life history calendar to record events that happened over the life course of each woman interviewed.

- Almost all (99 percent) of the incarcerated women interviewed experienced emotional, physical, and/or sexual abuse at some point in their lives.
- Many (85 percent) of the female prisoners in the sample were victims of stalking or emotional abuse by an intimate partner.
- The majority (98 percent) of the female inmates interviewed for this study had experienced physical abuse in their lives. Eighty-nine percent had been pushed or shoved and 81 percent had been slapped. Many (77 percent) of the women were abused by intimate partners, 73 percent by family members, and 31 percent by strangers.
- Many (75 percent) of the women in the sample experienced sexual abuse in their lives. Thirty-seven percent were victimized by family members, 33 percent were victimized by a person known to them, and 31 percent were sexually victimized by strangers.
- Many (83 percent) of the women sought help after incidents of violence including talking to friends, consulting an agency or counselor, seeking medical help, or contacting the police.
- Over one-third contacted a hospital or doctor after an incident of physical and sexual violence.
- Women who experienced sexual abuse in childhood were more likely to experience sexual abuse later in life. Those with severe sexual abuse in childhood were more likely to have a current incarceration for an offense against another person.
- The women who sought medical help after victimization were more likely to notify the police. Women who sought services from a counselor for abuse were more likely to seek medical help.

Mental Health Screening and Assessment in the Illinois Juvenile Justice System

The Illinois Criminal Justice Information Authority (Authority) surveyed practitioners in various components of the juvenile justice system between November 2008 and March 2009 to determine mental health screening and assessment practices.

- Overall, less than 6 percent of counties in Illinois are served by probation and court services departments that use standardized mental health screening instruments, and even fewer departments used standardized mental health assessments (3 percent). While many probation and court services departments refer youth to outside agencies for mental health screening and assessment, referral decision criteria is unclear.
- Detention centers were more likely than probation and court services to conduct mental health screening and assessments. Overall, about one-third of Illinois counties are served by detention centers that employ standardized mental health screening instruments. An additional 10 percent of counties are served by detention centers that use the MH-JJ referral screen. The MH-JJ initiative only screens for psychotic or affective disorders.
- Most survey respondents indicated that mental health is increasingly becoming an issue facing their agencies and the juvenile justice system in Illinois as a whole. Most respondents indicated a need for more standardized practices of screening and assessment, more comprehensive services that continue after a youth is no longer involved with the juvenile justice system, and better quality services.
- There is a disturbing dearth of quality evaluation and validation of the tools used as mental health screening and assessment instruments. Many of the instruments lacked rigorous study into their reliability and validity, particularly lacking in the number of peer-reviewed study results and evaluations beyond the initial sample on which the instrument was developed.
- Many of the tools have not been studied for their appropriateness for juvenile justice involved youth. Risk assessment tools, such as the YASI, are frequently employed in case planning. However, the YASI is not designed for mental health screen or assessment.
- There appears to be considerable, and understandable, confusion on difference between a screen and assessment, and the difference between a general mental health tool and other instruments, such as intelligence testing and substance use and abuse testing.

Safety Net Works – Implementation Evaluation

Authority staff concluded its evaluation of the implementation of the Safety Net Works Initiative, a violence prevention and youth development program currently taking place across 14 community areas in Illinois. The primary purpose of this implementation evaluation was to assess the extent to which project implementation was conducted in accordance with pre-operational expectations; to document the progress and limitations of the program's implementation; to provide recommendations and guide refinement of the project; and to inform and guide similar undertakings. The study found that:

- Program leaders were generally satisfied with community resident involvement at multiple stages of program planning and implementation.
- Community youth were involved in all of the sites as contributors to the planning process, or as “consultants” to the development of the strategy.
- Many of the sites rely on volunteers to implement and sustain their efforts.
- Overall, participation from business is mixed. Some communities secured food contributions or participation in specific events, but overall engaging business leaders on a consistent basis was challenging.
- Community impact was cited by site coordinators in several ways including increases in their volunteer pool, school district engagement, increase in numbers of clients requesting services, reductions in school drop-outs, increased school graduations, perceived violence reductions by residents, numbers of youth deciding to attend coalition programs, and enhanced collaboration between coalition members to apply for other grants

Juvenile Justice System and Risk Factor Data: 2008 Annual Report

Supported by a grant from the Illinois Juvenile Justice Commission, the annual report entitled “Juvenile Justice System and Risk Factor Data” is a compilation of county-level juvenile justice system and risk factor data. Some interesting trends were identified:

- From 2003 to 2008, the number of youth whose arrests were reported the state's criminal history record system increased 5 percent in Illinois.
- Arrests for property offenses accounted for 35 percent of arrests entered, 28 percent were for offenses against a person, and 11 percent were for drug offenses.
- In 2008, 22,047 new delinquency petitions were filed in court for youth ages 10 to 16 – a 7 percent increase in the statewide rate from calendar year 2003.
- In 2007, there were 13,637 admissions of youth ages 10 to 16 to secure detention statewide – a 7 percent decrease in the statewide rate from calendar year 2003.

- At the end of 2008, there was an active youth probation caseload of 9,472 statewide – a 15 percent decrease in the statewide rate from 2003.
- In fiscal year 2008, 2,351 youth were admitted to the Illinois Department of Juvenile Justice (IDJJ). Of those, the court committed 1,421 youth, or 60 percent of all youth admissions to IDJJ were for new adjudications. The remaining admissions to IDJJ were a result of technical violations of parole or mandatory supervised release.
- Most youth ages 13 to 16 committed for new adjudications were committed for a property or person offense (43 and 41 percent respectively) in fiscal year 2008. Ninety-one percent of youth committed to IDOC for new adjudications were male.
- There is an acute overrepresentation of minority youth in the juvenile justice system. In calendar year 2008, arrest rates of black youth in Illinois were almost six times that of white arrest rates, detention rates of black youth in Illinois were more than seven times that of white detention rates, and commitment rates to IDJJ of black youth ages 13 to 16 were six times that of white youth.

Evaluation of IDOC's Sheridan Correctional Center Therapeutic Community Program

In response to increases in Illinois' prison population, low rates of access to substance abuse treatment services while in prison, and high rates of recidivism, on January 2, 2004, the Illinois Department of Corrections opened the Sheridan Correctional Center as a fully-dedicated, modified therapeutic community for incarcerated adult male inmates. Since the program began, a process and impact evaluation has been supported by ICJIA and conducted by researchers from Loyola University Chicago, the Illinois Department of Corrections, the Illinois Criminal Justice Information Authority, Treatment Alternatives for Safe Communities (TASC), The Safer Foundation, and WestCare. After 6 ½ years of operation, covering the period from January 2, 2004 through the end of State Fiscal Year 2010 (June 30, 2010), the evaluation has found the following:

- The pre-operational target population identified for the program is being served, with those admitted to Sheridan having extensive criminal and substance abuse histories, and a substantial unmet need for treatment, vocational and educational programming;
- The earned good conduct credits many of the inmates received at Sheridan for their participation in treatment during the first six full state fiscal years of operation (SFY 2005-2010) translates into a savings of 714 years of incarceration, which equates to \$16.7 million, or \$2.78 million per year, in reduced incarceration costs;
- Sheridan participants who earned a vocational certificate were almost twice as likely to have job starts than those released from Sheridan who did not earn a vocational certificate;

- As a result of the treatment services and aftercare received, those inmates released from Sheridan had a 16 percent lower likelihood of being returned to prison after three years in the community than a statistically similar comparison group of inmates released from Illinois' other prisons during the same time period, and a 25 percent lower recidivism rate than those removed from Sheridan due to disciplinary reasons; and,
- The largest reductions in recidivism – both in terms of rearrest and return to prison – were evident among those Sheridan releasees who successfully completed aftercare treatment. Those Sheridan graduates who also completed aftercare had a 44 percent lower likelihood of being returned to prison after three years in the community than a statistically similar comparison group.

Assessing the Risk of Sexual and Violent Recidivism and Identifying Differences in Risk Factors: Comparing Probation Supervised and Released Imprisoned Sex Offenders

The management of sex offenders' risk of committing sex crimes is of paramount importance to the criminal justice system. Criminal justice and treatment professionals assess risk of sexual recidivism using several validated risk assessment tools. However, these scales were created using data primarily from sex offenders released from prison or institutions for dangerous sexual predators. Moreover, although these scales are more accurate than clinical or professional judgment, their accuracy still is only modest and needs improvement. The aim of this research, conducted by Loyola University researchers, was to identify risk factors and how to combine risk factors to improve standardized risk assessment tools. The findings indicate that:

- Sex offenders who receive probation are more likely to be Caucasian with most having completed high-school and not gang involved. On the other hand, the prison sample consisted primarily of non-whites, the majority of whom had not completed high-school. The prison sample also had a greater percentage of gang members (26%) than the probation sample did (5%).
- Sex offenders sentenced to prison were convicted of more serious sex crimes based on data from original indictments. At least one count of aggravated criminal sexual assault was on the original indictment of 70.2% of the prison sample compared to 17.3% of the probation sample. Sex offenders released from prison also were more likely to use a weapon and to use physical force during the sex crime for which they were convicted. Moreover, 42.4% of the released imprisoned offenders compared to 9.7% of the probation sample had aggressive and sadistic sexual tendencies.
- The probation sample consisted of 60% of offenders who victimized strangers whereas only 16% of the prison sample victimized strangers. The prison sample compared to the probation sample also had a higher percentage of offenders who also had been arrested for violent crimes.

- In this comparison, the probation and prison sample had similar time to first arrest for any sex crime and for any violent crime once the effects of other risk factors were removed.
- The probation sample had a higher rate of any sexual recidivism *during* supervision, but that the probation and prison samples had similar rates of any sexual recidivism and any serious sexual recidivism after release from supervision.
- The study showed that three changeable behaviors are important indicators of high risk of sexual recidivism: noncompliance with treatment, missing scheduled probation office visits, and six or more disciplinary incidents while in prison.
- There were some common risk factors across supervision and non-supervision environments. The strongest two predictors were: (a) an arrest for a violation of an order of protection or trespassing offense, and (b) offender also was a domestic batterer. Sex offenders who were domestic batterers had the highest rate of sexual recidivism after release from supervision. This finding questions the practice of placing offenders in specialized supervision programs based on their current offense; sex offenders who are also domestic batterers appear to be very tenacious offenders and may require different conditions and supervision strategies than other sex offenders.

Analysis of Shelter Utilization by Victims of Domestic Violence **Quantitative and Qualitative Analysis**

The Analysis of Shelter Utilization by Victims of Domestic Violence project was Conducted by Loyola University Chicago to address two primary issues: 1) The shelter and service utilization patterns and outcomes and housing needs of women who are domestic violence victims and 2) the stages in the process by which they make changes in their situation.

- There is evidence that the use of Orders of Protection is more limited among those seeking or obtaining shelter. Individuals who do not obtain shelter are more likely to get services related to such legal remedies compared to those in shelter, but legal interventions were the only services, among those key services examined, that those not in shelter were more likely to obtain.
- In all other instances, including counseling services, advocacy, adult group services, case management, and concrete services such as educational and economic support, individuals who obtain shelter services are more likely to obtain assistance and for longer periods of time.
- Shelter programs appear to be more likely to provide supportive services such as counseling, and advocacy, than they are to provide assistance related to specific needs such as employment, education and income.

- Looking at the experience of women in the interview sample and outcomes for women interviewed twice the data suggest that those in this subgroup were generally doing better 6 months after the initial interview in terms of things such as employment, housing stability and possibly income. There was also evidence of decreased violence and fewer service needs at Time 2 compared to Time 1, and these were frequently being met. However, many of the women were still in precarious economic situations and needed assistance to meet basic needs including medical care, housing, food and clothing.

Student Perceptions of Campus Safety Initiatives: Assessing Views of Critical Incident Prevention & Response

During the 2009-2010 academic year survey data were collected by Southern Illinois University researchers from over 5,000 students across six Illinois college campuses. The surveys asked students to report their on-campus fear of crime, perceptions of risk, victimization experiences, and protective behaviors, as well as their attitudes toward common campus safety initiatives. Major study findings include:

- Students reported low levels of fear of crime while on campus. Respondents indicated higher levels of fear during the night than during the day. Student fear during the daytime was higher for property crimes than personal crimes; during the nighttime fear was similar for the two categories of crime, though variation can be noted by specific offense types.
- Perceived risk of criminal victimization was low. Students felt they were at greater risk of victimization while on campus at night versus during the day; perceived risk was greater for property victimization than personal victimization.
- Actual victimization while on-campus was uncommon. In the year prior to completing the survey less than five percent of students reported being robbed or attacked while on campus. Property crime victimization was more common. Actual or attempted theft was the most frequently reported crime, though the overwhelming majority of students did not report experiencing this crime in the prior year while on campus.
- Students reported engaging in behaviors intended to protect themselves from some risk of victimization. Certain actions were presumably conditioned by the availability of services on a given campus. The most common actions related to how students traveled on campus, particularly at night; for example, traveling in groups and avoiding areas perceived as dangerous. Approximately one-in-five students reported carrying a protective device, though very few reported having carried a firearm on campus.
- Students were generally aware their campus had an emergency response plan, though few had reviewed that document in the past year. Respondents believed their

campuses had a number of methods by which they could convey emergency information to students, staff, and faculty.

- Respondents strongly believed students and faculty had a responsibility to report dangerous students and most endorsed the idea of campus counseling staff sharing concerns about specific students with campus public safety personnel. Students believed applicants with multiple criminal convictions should be denied admission to school and those not affiliated with an institution should be restricted from accessing the campus.
- Students did not support allowing the concealed carry of firearms on their campus, particularly by their fellow students.
- Respondents felt they could protect themselves from a crime---related criminal incident, for responding to a campus-based shooting. Students were modestly confident in the ability of faculty and staff to recognize dangerous students and to take appropriate action in the event of a campus-based critical incident.
- Students were satisfied with the performance, visibility, and overall quality of the public safety office on their campus.
- Fear of crime and perceived risk tended to be higher among female and minority students. Those with recent victimization experiences tended to be more fearful and perceived they are at greater risk. Those who are less satisfied with the visibility of campus public safety personnel tended to be more fearful and perceived greater risk.

Current Projects

Legislative Directives

Inventory of Employment Restrictions on Persons with Criminal Records

Illinois Senate Bill 2109, which was recently signed into law, directs the Authority, under the direction of a task force, to review the statutes, administrative rules, policies, and practices that restrict employment of persons with a criminal history, and to report to the Governor and the General Assembly those employment restrictions and their impact on employment opportunities for people having those criminal records. All state agencies are required to submit a report that describes restrictions for employment within the agency; in facilities licensed, regulated, supervised, or funded by the agency; and in occupations that the agency licenses or provides certifications to practice. Agencies are required to report, among other data, specific disqualifying offenses delineated in these statutes, rules, and policies - and time limits for each offense. If the agency is afforded discretion in determining disqualifying offenses, the criteria used by the agency must be reported (for example, whether disqualifying offenses are related to the practice of a given profession, considered an act of “moral turpitude”, or one that calls into question “good

moral character”). Agencies are also required to describe any exemptions, waivers, or review mechanisms available to individuals to seek relief from disqualification. In addition to this reporting for all agencies, executive agencies are required to participate in an accounting of actual applicants who underwent criminal background checks, the number found disqualified, the number who sought waiver, those denied waiver.

Risks, Assets, and Needs Assessment (RANA) Task Force Support

The Crime Reduction Act, signed into law in August 2009, created the Risks, Assets, and Needs Assessment (RANA) Task Force to adopt a standardized assessment instrument for the state criminal justice system. The goal of the Task Force is to find the best possible assessment instrument/system to be used at all levels of the Illinois criminal justice system to improve public safety outcomes. The task force has conducted a national overview of commonly used assessment tools, including LSI-R (which is used in Illinois), COMPAS, and Ohio Risk Assessment System (ORAS), and how they are used to structure case plans and supervision/sanction strategies. They have also reviewed the assessment instruments currently used by the courts and corrections agencies in Illinois. To aid in these objectives, the task force convened an advisory group with community-level representatives, researchers, the bar association, sex offender management board, and legislators. Authority staff serves on the task force, and have assisted in selecting criteria by which to assess the different instruments including: the inclusion of criminogenic domains, the validity and reliability of the assessment instrument, its utility at different points in the justice system, its adaptability to existing agency data systems, costs, and ease of implementation and training. A Request for Information (RFI) was issued in order to identify the overall capabilities of vendors to meet these criteria. Following a review of the RFI responses, a Request for Proposal (RFP) was issued with the goal of selecting an instrument for implementation.

Sentencing Policy Advisory Council (SPAC) Technical Assistance

SPAC, which was created by Public Act 96-0711, will draw on criminal justice information collected by state and local justice agencies and use that information to explore sentencing issues and how these practices impact the criminal justice system as a whole. The Council consists of a nonpartisan group of 18 key stakeholders from across the state and local criminal justice systems, including members from all three branches of government: legislators (from both political parties and houses), retired judges, prosecutors, defense attorneys, corrections and administrators of the court officials, law enforcement, victim’s rights advocates and academics. There are also ex-officio members from the agencies providing data to SPAC (Illinois Criminal Justice Information Authority, Administrative Office of the Illinois Courts, and Illinois Department of Corrections).

ICJIA staff contributed to an Illinois “portrait” of historic trends in criminal justice indicators produced by researchers at Loyola University. This report aims to inform

SPAC of how previous sentencing laws have contributed to the current corrections populations.

Adult Redeploy Illinois Utilization-Focused Evaluation

The Crime Reduction Act (Public Act 96-0761 effective on January 1, 2010) establishes the Adult Redeploy Illinois program, which provides financial incentives to local jurisdictions for designing community-based programs to treat offenders in the community instead of sending them to state prisons. Under the Act, financial incentives will be offered to counties/groups of counties/judicial circuits to increase programming in their areas, in exchange for reducing the number of people they send to the Illinois Department of Corrections (with penalties if they do not meet the reduction goal).

The goal of Adult Redeploy is to establish pilot sites to increase access to community-based services and decrease commitments to the Illinois Department of Corrections. In Phase I, counties or judicial circuits craft local program plans that specify how to reduce commitments of non-violent offenders to prison and implement these plans in Phase II. The counties or judicial circuits must negotiate an agreement with the Adult Redeploy Illinois Oversight Board (AROIB) to limit the number of Adult Redeploy Illinois eligible commitments from that area to 75% of the average number of commitments of the three previous calendar years.

ICJIA Research and Analysis Staff have worked closely with the AROIB and IDOC and IDHS staff to track the policy implementation process, to guide the development of performance and outcome measures, and to provide relevant technical assistance toward insuring the program model aligns with the language describing the initiative in the Crime Reduction Act.

Additionally, ICJIA worked with the AROIB to draft the required standard planning document and ensured the incorporation of existing legislated alternatives to incarceration programs in Illinois. Based on the program performance measures, staff crafted an implementation analysis in partnership with the AROIB. The evaluation of Adult Redeploy will consist of the following:

- an overall assessment of each site's progress toward a 25% reduction in commitments to IDOC;
- site specific performance measures related to caseload sizes, types of services offered to participants, the use of evidence-based practices, and other measures relevant to each site's program model; and
- a short term outcome evaluation for each site, assessing the effectiveness of the interventions. The interventions include mental health court, drug court and intensive probation for technical violators.

Adult Redeploy Illinois Website Data

As technical support for the Adult Redeploy Illinois program, planning grants issued by the Adult Redeploy Illinois Oversight Board (ARIOB), staff has developed a new website to simplify and standardize access to county-level data required for the planning process. The counties and judicial circuit (encompassing 12 counties) currently accepting planning grants can access the county census and criminal justice system data available through the Authority's website. This information is to be used to guide their identification of target populations eligible for the program, and serve as a starting point for the community corrections and service gap analysis to be conducted in the planning process. Data for all 102 counties are also available as print-friendly PDF documents as well.

Staff has continued to provide technical support regarding data interpretation and identification of target populations for participating counties. Staff also worked with IDOC staff to verify the methodology used to determine the corrections information available on the website, so that counties would obtain the same numbers regarding potentially eligible Adult Redeploy participants from either IDOC or the Adult Redeploy website.

Program Evaluation and Assessment Studies

Sheridan Correctional Center National Drug Prison and Re-entry Therapeutic Community Recidivism Study

The goal is to evaluate the post- prison outcomes for graduates of Sheridan by interviewing re- incarcerated graduates of the Sheridan program and learning the factors that contribute to a Sheridan program graduate's failure at re-entry. Failure includes a return to drug use or other technical violations, or committing a new crime. Data will be collected through 50 face to face interviews with successful graduates of the Sheridan who have been re- incarcerated since their release from Sheridan. The information will allow for a better understanding of what happens with Sheridan graduates after release in order to offer recommendations to improve the effectiveness of the Sheridan program.

Opened in January 2004, Sheridan Correctional Center is a medium security prison operated by the Illinois Department of Corrections (IDOC), which uses a Therapeutic Community model. Every inmate at Sheridan participates in substance abuse treatment. Before enrolling in the program, inmates agree to participate in the in-prison therapeutic community and 90 days of community substance abuse treatment (aftercare) as a condition of their parole. A successful Sheridan graduate includes anyone who completes the in- prison portion of the Sheridan program and is released from Sheridan Correctional Center on Mandatory Supervised Release. This study enhances prior research on Sheridan by providing quantitative and qualitative information from former participants themselves. This information will then be used to enhance programming both internally at Sheridan Correctional Center and externally with partner agencies and parole in order to improve a Sheridan graduate's re- entry experience.

National Alliance on Mental Illness (NAMI)/Chicago Police Department (CPD) Juvenile Crisis Intervention Training Fidelity Assessment

The Chicago Police Department (CPD) established its Crisis Intervention Team (CIT) in 2004 to address the high prevalence of mental illness among incarcerated adults. All CIT members volunteered to attend a 40-hour training to become certified. The purpose of the CIT-training is to teach law enforcement officers how to (a) identify signs and symptoms of mental illnesses and (b) exercise skills to defuse crisis situations. In May 2009, the Chicago Police Department (CPD) and the National Alliance on Mental Illness (NAMI) held its first advanced CIT training on addressing mental health issues among the youth population. ICJIA research and analysis staff is currently evaluating the extent to which the training curriculum is helpful for officers, as they respond to situations involving youth in crisis. The evaluation project has the following objectives: (1) measure officer pre-and post-training knowledge; (2) measure officer retention of the training material; (3) measure officer satisfaction with the training; (4) measure officer intention to use the training material; and (5) measure officer use of the training curriculum in the field. The evaluation project was approved by the Authority's Institutional Review Board (IRB) in June 2010; data collection began shortly after. The findings will be conveyed to the Juvenile—CIT, training staff in a way that allows them to improve and enhance their training practices.

River Valley Juvenile Detention Center (RVJDC) Mental Health Program Evaluation

River Valley Juvenile Detention Center (RVJDC) is a nationally accredited facility located in Joliet, Illinois. It serves both Will and Kankakee Counties and includes 102 beds, as well as a 24-hour on-site medical unit. RVJDC is a temporary placement center for juveniles, between the ages of ten and seventeen, awaiting court decisions on their cases. Only minors who have allegedly committed a delinquent offense and are determined to be a danger to the community or themselves may be detained. In 2008, a total of 911 juveniles were admitted and received medical and mental health care. In addition, the mental health department staff provided Will and Kankakee Counties juvenile justice courts with psychological reports on approximately 40 percent of the youth detained, as ordered by the judges. RVJDC mental health department staff plans to expand their program by providing Will and Kankakee Counties' juvenile-court judges with psychological reports on all detained youth. The psychological reports provide the juvenile-court judges with an extensive amount of information on youth backgrounds.

ICJIA research and analysis staff partnered with RVJDC administrative staff in March 2010 for the purpose of evaluating the facility's mental health program. An evaluation plan was finalized in July 2010 and has the following objectives: (1) measure youth satisfaction with the conditions and treatment provided by RVJDC staff, (2) measure the use of court-ordered psychological reports, and (3) measure the influence psychological reports have on juvenile justice system outcomes.

Anne's House Program Evaluation

ICJIA staff will complete a process evaluation of Anne's House during year one of program operations. The residential home, operated by Salvation Army can accommodate up to eight women and girls aged 12-21 years old who are domestic (non-international) victims of commercial sexual exploitation. The home provides a safe nurturing residential environment along with long-term trauma treatment, life skills training, spiritual support, education, anger management, money management, and recreational activities. The evaluation will describe the program's services and its participants, as well as gain input from staff.

There will be five components to the research: Component 1 will be a description of the program and its participants; Component 2 will be case file review of program participants; Component 3 will be a client satisfaction survey; Component 4 will be interviews with adult program staff; and Component 5 will be a description of similar homes around the country.

Assessment of First Defense Legal Aid

In December of 2010, staff began working with the First Defense Legal Aid (FDLA) program, a non-profit that provides education on individual rights at arrest and legal representation at interrogation, to provide technical assistance and basic outcome evaluations for these services. The project has been divided into multiple sections.

The first, providing technical assistance in examining the efficacy of the StreetLaw program, received IRB exemption in December and was started in January. StreetLaw is a program whereby lawyers volunteer to go into Chicago Public Schools classrooms or community group meetings and provide a basic lesson on how to interact with police officers when stopped for questioning, including individual rights and responsibilities in such situations. Students are given a test before the lesson to gauge their baseline level of knowledge of the subject matter, and then given the same test after the lesson to determine how much was learned during the presentation. As well, staff members in these classrooms and community groups were given a survey to determine their level of satisfaction with the presentation, and provide feedback for FDLA. Both the test results and the survey results were examined by staff, and the analyses were presented to FDLA.

The next phase will be to examine the efficacy of FDLA's station representation program, which utilizes on-call volunteer lawyers to provide legal counsel during the interrogation of an arrestee. The service is provided free to the individual, and requires either the arrestee or a friend or family member to call FDLA and request representation. This phase will examine records kept by the volunteers and entered into a database maintained by FDLA.

Drug Task Force Research

ICJIA staff have reviewed the literature concerning drug task forces (Metropolitan Enforcement Groups and Task Forces), and found that much is still unknown about their processes and outcomes. This research will allow us to learn more about the operations of these units in Illinois - specifically what and how information is used to develop strategic priorities. Besides informing the field and advancing the literature on drug task forces staff hope to identify the core components of program success. That information will be used to inform ICJIA's grant review and grant administration process for this program area. Researchers will complete two focus groups with task force members in a central Illinois location. Participants will be drawn from all ICJIA-funded drug task forces, and participation will be voluntary. There will be structured questions based on the nine research questions. The questions address the development of drug task forces' goals, objectives, and strategic priorities; identification of problems and needs in the community; the ways in which program effectiveness or success are measures; collaboration with local police departments, probation, parole, and service providers; changes to task forces in the past ten years; and advice for other drug task forces or for agencies wanting to start a task force. A summary of the focus group responses will be shared with the task force officials and published on the web.

Illinois' Metropolitan Enforcement Groups and Task Forces Profiles

In 2009, the Authority funded 19 Metropolitan Enforcement Groups (MEG) and Task Forces which pooling resources, knowledge and personnel to more efficiently and effectively fight the proliferation of illicit drugs. All MEGs and task forces are staffed by officers representing federal, state, county, and local police agencies. Periodically, the Authority creates profiles of each MEG and task force in order to provide a general overview of the drug and violent crime problem in their jurisdictions and share their response to these problems.

Survey of Balanced and Restorative Justice (BARJ) Programs

The Authority has supported Balanced and Restorative Justice (BARJ) programs in the juvenile justice system for several years by sponsoring BARJ trainings for police, prosecutors, detention centers and probation departments, as well as service providers and school officials. Staff has also produced several BARJ guides that contain detailed instructions for incorporating BARJ principles into the operations of these agencies and institutions. This project is a continuation of that effort by surveying to determine how many of these agencies have adopted BARJ principles and practices, and the extent to which these programs adhere to the evidence-based models. Staff will then compile this information and publish a statewide index.

Mental Health Courts in Illinois

Loyola University Chicago was selected to conduct the assessment and evaluation of mental health courts in Illinois. The project will inventory the operating courts in Illinois and assess

what barriers were in place for those courts that did not materialize. A more thorough evaluation will be conducted on specific courts in an effort to gauge their operations, effectiveness and outcomes. Loyola's methodology and study design includes a mixed methods approach, including quantitative data from program operations and client outcomes, as well as qualitative data stemming from interviews and focus groups with the court stakeholders.

A component of the study that includes client surveys will assess the perceptions of those that participate in the courts. Loyola will collect data and assess the implementation and operation of each court in Illinois, including those that are in the planning stages. Factors that contributed to the failure of some jurisdictions to implement a court will also be outlined. A more detailed in-depth analysis of three (3) courts will be conducted. This analysis will involve a thorough assessment as to the operation, impact and outcomes of the courts. Special attention will be paid to the multi-disciplinary roles of the MHC teams and the "boundary-spanning" that they are required to do.

Safer Return Demonstration: A Research-Based Community Reentry Initiative – An Examination of the Family-Inclusive Case Management Service Component

Conducted by the Urban Institute this project will provide an implementation and impact evaluation of the family-inclusive case management component of the Safer Return offender reentry initiative. Stemming from a larger evaluation of the reentry initiative, this study will focus on whether and to what extent the family-inclusive case management benefits offenders returning back to the community and their family and social support networks. Individual and family-level outcomes will be assessed.

Multidisciplinary Team Evaluations

ICJIA has identified the operation of multidisciplinary team (MDT) programs as potentially promising programs and that an evaluation of such programs is consistent with the current need to identify evidence based programming and practices in the criminal justice system. A Request for Proposals (RFP) was released in February to accept proposals that address the evaluation of the MDT programs currently operating in McLean, Kankakee, St. Clair and Peoria counties in Illinois. The topics of evidence based programming and collaborative approaches are areas of continuing interest within the criminal justice system in Illinois and the evaluation of such approaches will assist in guiding ICJIA policy and practices. Multidisciplinary teams aim to bring together several components of the criminal justice and victim service systems in a coordinated approach to effectively process cases and provide support and service to victims. Three of the MDTs were formed to address domestic violence and one to address sexual assault cases.

Elder Abuse Collaboration Technical Assistance

Supported by a grant from the federal government, staff provided technical assistance to this project aimed at coordinating responses to elder abuse among service providers, law enforcement and the courts. Participants include Metropolitan Family Service (an elder

abuse service provider), the Chicago Police Department, and the Cook County State's Attorney's Office, among others. The goal of the program was to provide a coordinated response ensuring that victims receive needed services while abusers are held accountable in the criminal justice system.

Evaluation of the Administrative Office of the Illinois Courts Evidence-Based Practices

In March of 2005, ICJIA research staff entered into a three-year cooperative agreement with the National Institute of Corrections (NIC) in the amount of \$194,232 to evaluate Illinois' Evidenced-Based Practices (EBP) Initiative. This project will assist local probation departments participating in the EBP Initiative by providing them with data and analysis that gauges performance before and during the implementation of evidence-based practices, and will establish a process and protocol for ongoing assessment of probation performance through an effective state and local partnership. All three waves of data collection (years 2002, 2005 and 2006) have been completed in all six participating counties: Lake, DuPage, Adams, Cook, Sangamon and the 2nd Judicial Circuit.

Policy Analysis/ Applied Research

1. Illinois Criminal Justice Information Authority Strategic Planning Initiative – Summit Follow-up

On September 22-23, 2010, ICJIA staff convened a large group of criminal justice professionals, lawmakers, and policymakers from across Illinois at the Criminal Justice Planning Summit. At this event, participants reviewed current challenges in the adult justice system based on the experiences of policymakers, practitioners, and others in the field, and on the latest research. They also identified priorities for a statewide strategy for criminal justice policy, funding initiatives, and justice research in the coming years. This effort is the first since 2001 to create and implement a strategic criminal justice plan for the state of Illinois. Several panelists, from both Illinois and across the country, presented strategies from law enforcement, courts, probation, and community members that can potentially be adopted within local Illinois jurisdictions.

ICJIA partnered with several key state and national criminal justice and human services agencies to gather information and guide planning for the summit, including the Illinois Department of Corrections, Illinois Department of Juvenile Justice, Illinois Department of Human Services, Illinois State Police, Illinois Department of Child and Family Services, and the National Criminal Justice Association, Justice and Research Statistics Association, and Pew Research Center. Other partners include representatives of the state's mental health, law enforcement, judicial and court services, and criminal justice associations.

Staff completed several fact-finding strategies to pinpoint critical criminal justice issues and the most effective and efficient evidence-based policies, practices, and

programs in Illinois and across the nation. These include reviewing existing statewide strategic plans from around the country to identify areas for potential replication and lessons learned, interviews with state justice and human service association leaders to solicit information about critical issues facing their communities, and workgroups with representatives of the academic and policy advocacy communities. Staff also collected existing needs assessment data, reports, survey findings, and other information reflective of current justice trends in Illinois that could be used to support the development of the summit agenda and the strategic plan.

In the end, this initiative will result in a coordinated statewide, data-driven strategic approach to crime reduction and justice system investment. This effort and the subsequent working sessions, will increase the investment all facets of the justice system have in planning for a more organized and strategic effort to reduce crime and increase public health and safety.

Evidence Based Practices Initiative

As part of ICJIA's movement toward endorsing promising and evidence-based practices, staff has begun to develop an online portal of promising and evidence-based juvenile and criminal justice practices. The resource will serve as a tool for potential and current grantees and other state and local program administrators. The components of this online resource include:

- Descriptions of and links to existing online repositories and searchable databases of promising and evidence-based practices.
- Descriptions of and links to existing online technical assistance manuals and guides for identifying promising and evidence-based practices.
- Summaries of selected promising and evidence-based practices from meta-analyses and evaluations.
- Snapshots of selected current Illinois practices, resulting from current promising and/or evidence-based initiatives, which can be applied to the implementation of other promising or evidence-based programs.

Local contact information for program leaders was also provided. This information has begun to be placed on the agency website. More will be posted as additional evidence-based practices material is identified, and as tools are developed to facilitate the implementation process. Staff has compiled a web portal with links to over 50 reports, searchable data bases and technical assistance documents about identifying and using evidence-based practices. This portal is currently being enhanced to include summary explanations of evidence-based practices being employed in Illinois and will be complemented by a series of Authority-sponsored webinars and roundtables about effective practices to take place in 2011 and 2012.

Illinois Department of Juvenile Justice Recidivism Study

Staff is conducting a research study on recidivism for juveniles admitted to the Illinois Department of Juvenile Justice which was funded for \$19,575 by the American Statistical Association/Bureau of Justice Statistics Small Grants program. This study will employ various statistical techniques including multilevel modeling, survival analysis, and markov modeling to examine recidivism in-depth. Further, recidivism will be measured through readmission to either juvenile or adult correctional custody (derived from IDJJ and IDOC admissions data) and through re-arrest (derived from criminal history record information). Recidivism will be compared across various demographic and offense-type subgroups, with special attention paid to neighborhood of release indicators using U.S. Bureau of the Census data.

Assessing the Risk of Sexual and Violent Recidivism and Identifying Differences in Risk Factor

This study is under the direction of Loyola University and will seek to inform the criminal justice system's probation and parole officers, treatment professionals, and judges as to the accuracy of assessment tools for predicting the risk of sexual or violent reoffending. Comparisons between offenders from the prison system and those on probation will be conducted.

A Study of Co-occurring Conditions and Treatment Coordination of Jail Detainees

Conducted by the University of Illinois at Chicago, this study interviewed approximately 300 adult male and 150 adult female detainees in the psychiatric residential treatment units at the Cook County Department of Corrections jail facility. The project identified ways to better understand the needs of this high-risk and resource-intensive population and provide a basis for developing better coordinated systems of care within the jail, community and transition to prison for those sentenced detainees.

Analysis of Shelter Utilization by Victims of Domestic Violence

Conducted by Loyola University School of Social Work, Loyola researchers in collaboration with the City of Chicago Mayor's Office will conduct a study of the dynamics of shelter utilization and how it relates to the process of, and readiness for, change among women who are victims of domestic violence. The project will aim to better identify the housing and service needs and utilization patterns, as well as the outcomes of women who are in the domestic violence shelter system in Chicago. The project will also identify stages in the help seeking process, including the characteristics of readiness for change that lead women to shelter and/or to end the abusive situation.

Assessing Views of Critical Incident Prevention and Response

Conducted by Southern Illinois University at Carbondale, this project will determine the attitudes and perceptions of students regarding campus safety initiatives and campus

preparedness for critical incidents. The study will conduct surveys of students in six Illinois campuses regarding the perceived likelihood of an incident occurring, fear of incidents and past exposure to types of incidents or offenses.

Growth of Illinois Prison Population and Assessment of Risk and Recidivism Among Prison Releasees

Conducted by Loyola University, this multi-tiered project examined trends in prison admissions, end of year populations, and prison exits. Using existing data available from IDOC and the CHRI system, the research examined, in detail: 1) trends in admissions, exits and the end-of-year populations within prison and 2) the post-release recidivism of those released from prison. For both of these research activities, there was emphasis on the similarities and differences between female versus male inmates and releasees. The research sought to increase knowledge regarding the risk and recidivism of those released from prison, and assess the utility of existing information collected by IDOC for determining post-release risk. It extends the potential predictive validity of risk assessment by examining community-level risk factors such as indicators of social disadvantage, social cohesion, and police surveillance as well as individual level characteristics, such as age, criminal history, substance abuse, and other factors. The research also examined post-prison recidivism of offenders using the most current statistical techniques and ensuring that the findings and results are useful to practitioners and policy makers.

Statistical Portraits/Informational Reports

Juvenile Justice System and Risk Factor Data: Annual Report

Supported by a grant from the Illinois Juvenile Justice Commission, the annual report entitled “Juvenile Justice System and Risk Factor Data” is a compilation of county-level juvenile justice system and risk factor data. Research staff are now amassing the 2008 data sets for the 2008 Annual Report. Similar to previous editions, this report summarizes recent trends in these data over time and discusses emerging juvenile justice system issues in Illinois, including Balanced and Restorative Justice, the Illinois Juvenile Detention Alternatives Initiative, Disproportionate Minority Contact, and Redeploy Illinois.

Prescription Drug Research Bulletin

This research bulletin will provide up-to-date information on the status of illegal prescription drug use in Illinois using existing statewide data. It is an update to an earlier report on this topic that was produced by the Authority in 2008. A partial draft has been completed and will be finalized following receipt of additional data from the Illinois Department of Human Services. The bulletin will describe the types of prescription drugs, the prevalence of illegal use, and overdoses and deaths. Illinois-specific information will include prescription drug-related treatment admissions and emergency

room visits, as well as the State's efforts to combat illegal use – such as new laws and its prescription drug monitoring program.

Policies and Procedures of the Illinois Criminal Justice System

Staff have completed an initial draft of a step-by-step walkthrough of the general practices, processes, and procedures of the Illinois criminal justice system, from arrest through community supervision. The report is intended to mirror the already published Juvenile Walkthrough and will include detailed information on assessments, diversion, and special issues. The report will be provided to an advisory committee of experts including judges, police, attorneys, and professionals in the field to review for accuracy.

Hate Crime in Illinois and across the United States Report

Staff completed a report that compares incidences of reported hate crime throughout Illinois and the United States over an 11-year period, 1997-2007. Using ISP-UCR supplemental case level data as well as FBI-UCR data, staff is analyzing data to determine trends in the number of reported hate crimes within Illinois and throughout the United States from 1997 to 2007. The report involves analysis and evaluation of regional and county-level reporting of hate crime throughout Illinois, as well as the specific hate related offenses (i.e., against persons / property) committed and explicit locations where such crimes are occurring. Also, victim and offender characteristics (e.g., bias motivation, race, gender, religious affiliation, ethnicity, sexual orientation, physical/mental handicap, victim type, etc.) are being compared in an effort to identify relationships between victims and offenders of hate related offenses.

Illinois College Campus Crime and Safety Issues Series

Staff is working on a series of reports on the issues of emergency preparedness on college campuses, and general crime as reported through various sources of data. The first report, *Issues on Illinois College Campus –History of College Campus Emergency Preparedness and Safety Planning* was published on the new *College Campus Resource Center* web page. Two other reports, *Trends in Illinois Campus Crime at Four Year Colleges, 2005-2008*, and *A Comparison of Campus Crime Trends at Illinois Four Year and Two Year Colleges, 2003-2007* are under review.

Other reports in the series include: arrests and referrals for school disciplinary action for weapons, drugs and alcohol offenses, the prevalence of sexual assault on campus, and hate crimes reported on college campuses compared to the state in general.

Get the Facts

Staff continues to work on updating existing and create new “Get the Facts” publications. These popular publications explain processes and components of the Illinois criminal and juvenile justice systems, and have not been updated since 2000. Topic areas of the publications include: victims' rights; the court system; criminal sentencing; juvenile

sentencing; the juvenile court system; juvenile pre-trial; juvenile corrections; adult pre-trial; adults arrests; juvenile arrests; criminal records; and adult corrections.

The Get the Facts on expungement of adult records, adult arrests, corrections, and the rights of crime victims were published in November and are available on the Authority's website. Other still under development are adult pre-trial procedures and the expungement of juvenile records.

Illinois Juvenile Justice System Walkthrough

Supported by a grant from the Illinois Juvenile Justice Commission, staff developed a step-by-step walkthrough of the general practices, processes, and procedures of the Illinois juvenile justice system, from arrest through community supervision. The report was sent to an advisory committee around the state including juvenile court judges, attorneys (both private defense attorneys and state's attorneys), police officials, probation officers, and other juvenile justice system experts to review for accuracy.

Management/Improvement of Criminal Justice Data

Redesign of Criminal Justice DataNet

The Authority received continued funding for this project, in the amount of \$68,000, bring the total award to \$127,000 over two years from the U.S. Department of Justice, Bureau of Justice Statistics (BJS) to enhance web access and on-line presentation formats of the Authority's holdings of criminal justice and social risk factor data.

Two Flash-based Instant Atlas applications for the Strategic Planning Initiative became live and available for the public. This application will be used as a prototype for upcoming applications to be included in the SAC website. An HTML-based alternative to this application was also created to allow users who cannot use Adobe Flash to access the same data, regardless of accessibility issues. On-line users (and Authority staff) will be able to access the Authority's holdings of criminal justice data to create maps and explore relationships among the various data sets across time and counties. Usability testing will be conducted on a sample of ICJIA staff and likely website users to obtain feedback and refine the application. A more advanced area profile was also prototyped for the Adult Redeploy Initiative to examine multiple indicators at once. Instant Atlas applications were demonstrated at the Strategic Planning Initiative as well as the JRSA annual conference.

Staff redesigned and updated the Illinois Criminal Justice Statistics Fact Sheets with new data and a new template. The goal of the fact sheet is to provide a geographic display of data for the latest year, a trend chart for the past ten years, and summary information related to the specific data being analyzed. The fact sheets are in pdf format and are currently available on the Authority's website: www.icjia.state.il.us . New features on these fact sheets include hyperlinks to data sources as well as improved accessibility and file size.

Criminal History Record Information (CHRI) Ad Hoc Data Connection Partnership

The Authority has entered into a data sharing partnership with the Illinois State Police, whereby CHRI data is made available to staff via a permanent on-line connection. All data entered on state “rap sheets”, as housed on the State Police Computerized Criminal History system, are accessible to staff in electronic format. These data provide a unique resource for answering information requests from legislators, the media, and other interested parties, in-house research projects and studies being conducted by others around the country. A CHRI Ad Hoc Data Archive of all criminal history records from 1990-2010 has been created in formats that can be readily shared with researchers. This Archive currently holds close to a million records for each year of data.

The CHRI Ad Hoc data partnership with the State Police has progressed to the point where the Authority is now considered the sole source for electronic CHRI data for research purposes. (The State Police still generate paper versions for a fee.) Outside researchers can enter into a User Agreement to gain access to CHRI data which is distributed through the Authority. The process incorporates verification of bona fide research and appropriate protection of confidential data. The unified user agreement facilitates accountability for the research use of criminal history data records.

Staff is also working with several university-based researchers to develop appropriate methodologies for their research using CHRI Ad Hoc data, and is reviewing drafts of completed research projects for appropriate interpretation of the CHRI data used. Technical assistance on CHRI data interpretation and data manipulation was also provided to several researchers who received data in previously, including those from the Disproportionate Justice Impact Study (DJIS) Commission, Loyola University, University of Chicago, and DuPage County Probation.

Criminal History Record Information (CHRI) Audit

The unit’s Criminal History Record Information (CHRI) Audit Center is a Justice Assistance Grant (JAG) funded in-house effort to continuously examine the accuracy, completeness and timeliness of the criminal history record information reported to the state repository maintained by the Illinois State Police, and to recommend strategies for improvement.

Preparations for the 2011 CHRI audit have begun. The focus of the audit will be on court disposition reporting, since accurate and complete conviction information is a key component of decisions within the criminal justice system and an increasing number of decisions outside of criminal justice (employment, housing, student loans, and so on).

Staff conducted preliminary analyses of CHRI data for the years 2005-2009, to identify potential counties of interest for the 2011 audit, particularly those found to have higher-than-average numbers of missing court dispositions. Ten counties consistently ranked as those with the highest proportion of missing court dispositions. Analyses of these missing dispositions by court charge class of offense were also conducted, to further refine the

extent of missing dispositions for felony cases. Discussions were also held with Illinois State Police Staff as to the availability of court disposition data before it is processed by the CHRI system, which looks like a highly promising approach.

Juvenile Justice Data Coordination Partnership

Staff participates on several working groups related to effective juvenile justice data collection, including DMC, Juvenile Redeploy Illinois, IJDAI, and Models for Change. During the last quarter, staff has also been requested to participate on various workgroups initiated by the Governor's Office related to the merger of the Illinois Department of Juvenile Justice (IDJJ) with the Illinois Department of Children and Family Service (DCFS).

Juvenile Redeploy Illinois monthly data reporting form. Staff has been asked to develop new data reporting form for the Juvenile Redeploy Illinois Program. Staff will also develop the policy around submission of the report. The data reports will be submitted to the Authority on a monthly basis and quarterly reports will be developed and sent to each Redeploy Illinois site to provide information to participants/staff of the programs.

Data repository template. During discussions at meetings, it was determined that a data template, or a standardized local criminal justice data and risk factor analysis and graphical presentation tool, is needed in order to help local practitioners better understand the communities in which they work in and the people with whom they work. As a result of numerous calls for technical assistance regarding proper data analysis as well as discussions within the various initiatives, it was determined that a uniform data template was something those participating in initiatives would benefit from. Work on this data template is ongoing.

Deaths in Custody Reporting

The Deaths in Custody Reporting Act (DICRA) (P.L. 106-297, effective Oct. 13, 2000) requires states to compile and report quarterly to the U.S. Department of Justice's Bureau of Justice Statistics (BJS) the number of deaths, and the circumstances surrounding the deaths, of people in local jails, state prisons, juvenile correctional facilities, and law enforcement custody. Until recently, the information requested by BJS was limited to deaths in local jails, state prisons, and state juvenile facilities. Collection of DICRA information has been expanded to include deaths that occur while a person is in police custody or in the process of arrest. Information on deaths that occur while a person is in police custody will supplement the annual data on prison inmate deaths that BJS already receives from the Illinois Department of Corrections as part of the National Prisoners Statistics Program and the National Corrections Reporting Program. R&A staff began in July 2004 collecting specific information requested by BJS for all deaths in Illinois that occur while the person is in police custody or in the process of arrest by local, county, and state law enforcement agencies regardless of cause of death. For reporting purposes, the data include the following:

- Deaths occurring when an individual is in the physical custody, or under the physical restraint, of law enforcement officers, even if the person was not formally under arrest.
- Deaths that occur by natural causes, while in the physical custody, or under the physical restraint, of law enforcement officers, even if the person was not formally under arrest.
- Those killed by any use of force by law enforcement officers prior to booking
- People who died at a crime/arrest scene or medical facility prior to booking.
- Deaths occurring in transit to or from law enforcement facilities.
- Deaths of those confined in lockups or booking centers (facilities from which arrestees are usually transferred within 72 hours and not held beyond arraignment).

8

INFORMATION SYSTEMS,
TECHNOLOGY, AND
SUPPORT

INFORMATION SYSTEMS, TECHNOLOGY, AND SUPPORT

The Illinois Criminal Justice Information Authority's mission is to improve the administration of criminal justice in Illinois. One major activity in the pursuit of this mission is the development, implementation, administration, and support of criminal justice information technology systems for law enforcement and emergency services agencies in Illinois.

VICTIMS

InfoNet

InfoNet is an Internet-based data system, nationally recognized for deploying the latest technologies to enhance data collection and reporting efforts for victim service providers while creating a unique set of victim service data. The Authority partnered with Illinois' Coalitions Against Sexual Assault and Domestic Violence to develop and implement the system for sexual assault and domestic violence centers in 2001. In 2004, the Authority collaborated with the Illinois Department of Human Services (IDHS) to make the system available to IDHS-funded domestic violence programs. In that same year, InfoNet was also made available to child advocacy centers across Illinois. As of 2011, some 118 victim service providers statewide use InfoNet as their primary data collection and reporting tool.

InfoNet is comprised of a central database that can be accessed with a web browser. Data are transmitted between users and the database via a private network that securely transfers information over the Internet. Service providers use InfoNet to collect case-level information about the clients they serve. All recorded victim data, including demographic characteristics, are kept confidential using a unique numerical identifier for each victim. A description of the client's victimization is captured, as well as the offender's profile and interactions with the criminal justice system. Services providers also enter services provided by staff, including client services, hotline contacts, and outreach efforts.

To facilitate data mining and analysis, InfoNet has a comprehensive set of reporting tools. Service providers utilize report filters to analyze client populations, measure program effectiveness, and manage staff and client caseloads. InfoNet data are also shared with criminal justice agencies to advocate for improved responses to victims. In addition, state agencies responsible for coordinating crime victim services access timely and accurate information for policy and planning initiatives.

CLANDESTINE LAB REPORTING INFORMATION SYSTEM (CLARIS)

The Authority created CLARIS in 2007 with a \$50,000 grant from the Bureau of Justice Statistics Office of Justice Programs. When combined with Illinois State Police and federal El Paso Intelligence Center (EPIC) data, this comprehensive information-sharing network helps stem the proliferation and sale of methamphetamine by more accurately pinpointing the sources of its production.

Clandestine Lab Reporting Information System (CLARIS) is a web-based data collection system for reporting and analysis of methamphetamine lab seizure data used by law enforcement agencies in Illinois. With CLARIS, remote users access the program and centralized database at the Authority using a Web-browser.

CLARIS is used by the Illinois Meth Response Teams and other drug enforcement groups who perform methamphetamine lab seizures. The data collected include: the types, numbers, and locations of laboratories seized; manufacturing trends; precursor and chemical sources; and the number of children and law enforcement officers affected..

CLARIS reports make all data collected available to Illinois State Police for analysis. Agencies also use CLARIS to file the required EPIC report, and to perform local monthly and annual statistical tabulations. The data is also useful to agencies in justifying and allocating current or future resources

INTERNET PRESENCE

The Authority's award-winning website is a frequent destination of criminal justice professionals, educators, and members of the public. In addition to providing easy access to the latest criminal justice information, the site opens the door to the Authority's three major areas of operation: research, information systems, and federal and state grants. In 2010, the website experienced over 8 million hits from over 285,000 visitors. At least 1.2 million files were downloaded during 2010.

A wide variety of criminal justice related information is continually posted and archived on the site. Updated frequently, the site also offers access to a host of state and national criminal justice publications, including bulletins from the FBI, U.S. Department of Justice, and National Criminal Justice Reference Service.

The Authority's CJ Dispatch automatically notifies almost 3,000 registered users via e-mail twice monthly of the site's newest information. The e-mail contains direct links to new content available on the website and information concerning grant opportunities and other news.

CJ DataNet

CJ DataNet continues to be a popular feature of the Authority's website. The web-based database application allows site users to research broad issues facing the criminal justice system or simply examine crime and justice trends in a specific Illinois county or regional area. Topic areas include crime trends for violent and property offenses, drugs seizures, drugs submitted for testing at Illinois State Police labs, drug treatment admissions, arrest trends for violent, property and drug offenses, probation sentence statistics, juvenile data, and data on special topics, such as domestic violence and elder abuse.

Users can display statistical data in a variety of graphs and tables and are able to download data into a spreadsheet for further analysis. Over the years, the Authority received several grants from the U.S. Department of Justice Bureau of Justice Statistics to continue to enhance web access and online presentation formats of the agency's criminal justice data holdings.

Intranet

The Authority also maintains an intranet site that can be access by internal ICJIA staff members. The Information Systems Unit uses the intranet to post weekly updates of technical tips, and training information. The Intranet also provides an easy access to Human Resources information, Agency News by units, documents, online forms, internal files and procedures. Sharing of data, made possible through the Intranet helps in maintaining good communication between different departments and staff, and it also contributes to a paperless office.

eGMIS (Grants Management Information System)

eGMIS is a web-based data collection and reporting system used to administer and track grants and other procurement actions. It provides planning and data management capability, and allows keeping track of grant-specific information such as fiscal information, data collected from grantees' reports detailing program activities/effectiveness, grantee contact information and grant/grantee tasks and due dates. Information from eGMIS is used for mandatory reporting to the U.S. Department of Justice.

Previously eGMIS was only accessible on the Authority's intranet. Now being web-based, it allows for remote access with new possibilities such as the ability for grantees to submit reports directly into eGMIS. Other new uses include applications and proposals being managed via the web, data in eGMIS used to support other on-line public displays of information, and virtual documents and forms can be accessible simultaneously to staff and/or grantees.

INTEGRATED JUSTICE INFORMATION SYSTEMS

The Authority continues efforts to promote increased integration of justice information systems in Illinois. Most state and local information systems supporting justice administration in Illinois were built using technologies that are proprietary and not easily integrated. Because of these disparities, criminal justice information often is fragmented and inaccurate, and information processing could be more efficient.

On Dec. 6, 2001, former Governor George H. Ryan signed Executive Order No. 12 in support of justice information systems integration in Illinois. Among other things, the order required that a strategic plan for integration in Illinois be submitted to the governor's office no later than December 31, 2002 – which was accomplished. The order also established a governing board, with the Executive Director of the Illinois Criminal Justice Information Authority serving as chair, and the Illinois State Police Director serving as vice-chair.

This Illinois Integrated Justice Information Systems (IIJIS) Board, in turn, created working committees to oversee the critical tasks necessary for creating the strategic plan, which was completed on time. That work took place at several levels. A "Scenario for

Justice Information Sharing in Illinois” was created to identify and illustrate the future functions, range of information exchanges, and interactions needed among justice agencies in the state.

IIJIS staff then examined the current state justice information systems and networks, and convened groups of justice practitioners across the state to determine deficiencies that prevent the accomplishment of those data exchanges. In addition, an “exchange points” analysis, which examines the movement of data from one agency or workgroup to another, was undertaken in Cook County. Simultaneously, IIJIS staff coordinated their efforts with work taking place in other states and at the national level – especially regarding the development of standards for the electronic exchange of justice information among justice agencies.

On June 30, 2003, former Governor Rod Blagojevich signed Executive Order No. 16 creating the Illinois Integrated Justice Information System Implementation Board, along with a letter endorsing the IIJIS Strategic Plan. The 23-member board is comprised of key justice system officials representing local, county, and state justice agencies and associations in Illinois, and is chaired and co-chaired by the Clerk of the Circuit Court of Cook County and the Managing Deputy Director, Public Safety Information Technology from the Chicago Police Department, respectively. The purpose of the board is to bring stakeholder organizations together to comprehensively and effectively plan justice information systems, provide leadership for IT planning and system development activities and enable electronic sharing of information and improve the effectiveness, efficiency, timeliness, accuracy, and completeness of justice information.

A committee structure was created that includes a steering committee, as well as four standing committees to oversee planning and policy, technical, outreach, and funding. The overall structure of the committees and subcommittees of the Implementation Board was reorganized to reflect the critical areas of the criminal justice enterprise. IIJIS project staff recently completed analysis of the results of surveys that were sent to a statewide sample of municipal law enforcement departments, sheriffs’ departments, state’s attorneys’ offices, circuit court clerks’ offices, public defender’s offices, and probation departments. Overall, the survey results illustrated that although there has been progress made to share information electronically, and integrate criminal justice information systems, the lack of a statewide uniform enterprise system for sharing data continues to be a barrier to statewide integration.

The Authority has a website at www.icjia.state.il.us/ijis containing progress updates of the integration project and the IIJIS governing board proceedings; results of the information management and sharing surveys sent to county and local criminal justice agencies; informational white papers which describe various topics related to the integration project; and various tools and resources for county-level integrators. The site is continuously growing, and allows criminal justice practitioners, system planners, policy-makers, and others to learn about integration and track Illinois’ accomplishments in this area as they take place.

ILLINOIS MOTOR VEHICLE THEFT PREVENTION COUNCIL (MVTPC)

The Motor Vehicle Theft Prevention Council is currently developing **MARS** (Motor Vehicle Automated Reporting System), which is a web-based data collection and reporting system for Council-funded grant programs. This system allows the Council to track the progress of motor vehicle theft prevention task forces throughout the state making arrests, recovering stolen vehicles, and preventing motor vehicle theft and insurance fraud.

9

ILLINOIS CRIME AND
CRIMINAL JUSTICE
TRENDS: 2000-2010

ILLINOIS CRIME AND CRIMINAL JUSTICE TRENDS: 2000-2010

The following pages present brief snapshots of crime and criminal justice trends, at state and regional levels. These are intended to present overviews drawn from available data, primarily for the years 2000 through 2010.

Illinois population and demographic shifts

Crime trends are generally affected by population trends. Between 2000 and 2010, the most recent years for which criminal justice data are available, the population of Illinois increased 3.3 percent. The self-identified Hispanic or Latino population grew to surpass the black or African American population for the first time in state history. Taken together, there were nearly 9.1 million white residents, 1.9 million black residents, and 2 million Hispanic residents (of any race) in Illinois in 2010.

Geographic regional breakdowns for trend analysis

In 2010, 31 Illinois counties were categorized as urban compared to 22 counties in 1997. These county categories are based on county population, which have shifted considerably over time in the state. In order to standardize counties over time for trend analysis purposes, state geographically based regional breakdowns were used. These include: Cook County, the Northern region outside of Cook County, the Central region, and the Southern region. The maps in the Summary of Findings section illustrate the counties included in each region. These regions coincide with the geographic areas of the three divisions of the United States District Courts of Illinois. These divisions have been adopted here as a simple geographic partitioning scheme for the state.

Decline in statewide reported index violent and property offense rates

Violent and property offense data from 2000 to 2009 are the most recent available through the Illinois Uniform Crime Reporting (I-UCR) program. During this time period both reported violent and property offense rates per 100,000 persons have continually dropped. The statewide overall index offense rate declined 24 percent between 2000 and 2009. Violent offense rates for murder, criminal sexual assault, robbery, and aggravated assault/battery decreased 24 percent statewide during those years, and even more dramatically in Cook County (28 percent). The property offense rates for burglary, theft, motor vehicle theft and arson, also declined by 24 percent.

Decline in statewide reported index violent and property arrest rates

In keeping with the decline in crimes reported to police, arrest rates per 100,000 persons for both violent and property offenses have also declined since 2000, by an average of 17 percent across the state. Violent arrest rates declined in all regions of the state including the Central region, which observed the smallest decline of about 1 percent from 2000 to 2009.

Decline in statewide reported drug arrest rates

Drug arrests rates per 100,000 persons for cannabis, controlled substances and drug paraphernalia/hypodermic syringes decreased 20 percent statewide between 2000 and 2009 (the most recent I-UCR data available). Drug arrest rates decreased 29 percent in Cook County and 11 percent in the Northern region outside of Cook. However, drug arrest rates increased nine percent in the Central region, and 19 percent in the Southern region.

In terms of drug type, the Southern region was the only of the four regions that observed dramatic increases across all types of drug arrest categories collected by the I-UCR program (cannabis, controlled substances, and drug paraphernalia/hypodermic syringes).

From 2001 to 2010, data from the Metropolitan Enforcement Groups (MEGs) and Drug Task Forces revealed a substantial drop (73 percent) in arrests for methamphetamine, but tremendous increases in arrests for heroin and prescription drugs in the areas in which they operate.

Increase in state prison population

From SFY2000 to SFY2010, the number of felons sentenced to the Illinois Department of Corrections (IDOC) statewide decreased 12 percent, although the central and southern regions experienced increases of 30 percent. New admissions to prison increased by 15 percent, while the number of prison admissions for technical violations increased by 188 percent.

POPULATION

State and regional demographics, 2000-2010

Population estimates by region, 2010

- Illinois population was estimated at 12.9 million.
- Cook County population was estimated at 5.2 million.
- The Northern region (outside Cook County) population was estimated at 4.1 million.
- The Central region population was estimated at 2.3 million.
- The Southern region population was estimated at 1.3 million.

Population trends from 2000 to 2010

- Illinois population increased 3.3 percent.
- Population in Cook County decreased 3.4 percent.
- Population in the Northern region outside Cook County increased 14 percent.
- Population in the Central region increased 2 percent.
- Population in the Southern region increased 2 percent.

Racial demographics by region, 2010

- In Illinois, 2010 racial breakdowns include:
 - 71.5 percent white residents
 - 14.5 percent black residents
 - 15.8 percent self-reported Hispanic ethnicity (of any race).
- In Cook County, 2010 racial breakdowns include:
 - 57 percent white residents
 - 22 percent black residents
 - 21 percent self-reported Hispanic ethnicity (of any race).

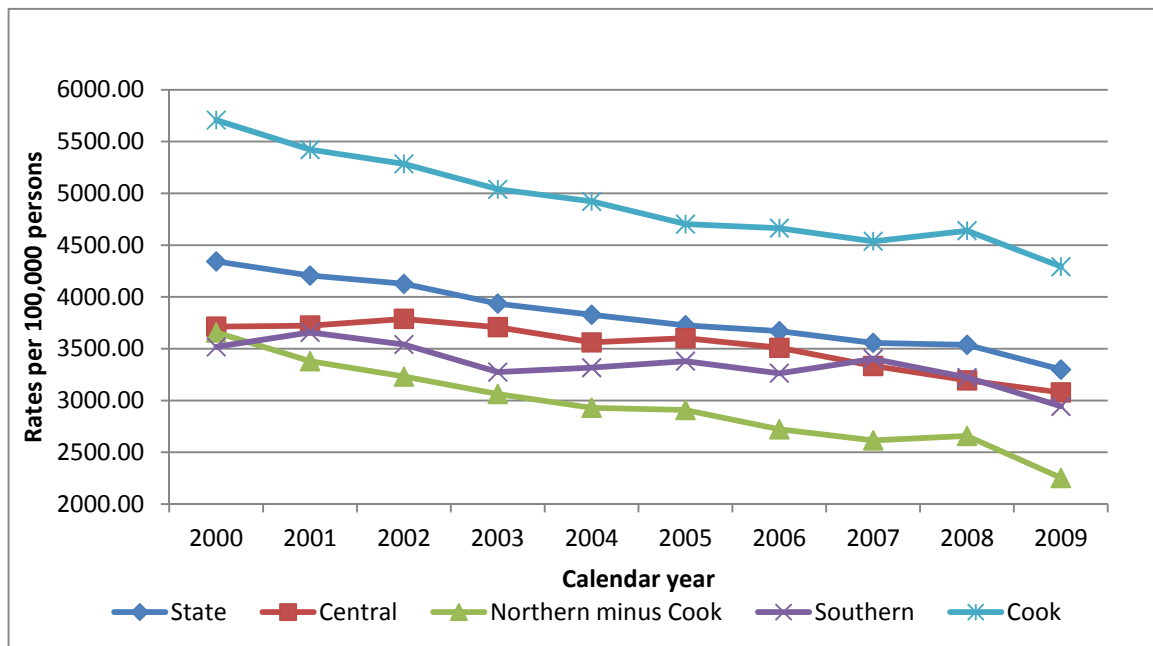
- In the Northern region outside Cook County, 2010 racial breakdowns include:
 - 79 percent white residents
 - 6 percent black residents
 - 15 percent self-reported Hispanic ethnicity (of any race).
- In the Central region, 2009 racial breakdowns include:
 - 87 percent white residents
 - 9 percent black residents
 - 4 percent self-reported Hispanic ethnicity (of any race).
- In the Southern region, 2009 racial breakdowns include:
 - 86 percent white residents
 - 11 percent black residents
 - 2 percent self-reported Hispanic ethnicity (of any race).

OFFENSES

Total (violent and property) index offenses reported, 2000-2009

- Statewide, nearly five million violent and property index offenses were reported to police between 2000 and 2009, half of which were reported in Cook County.
- Illinois experienced a continual downward trend in reported total (violent and property) index offense rates per 100,000 persons between 2000 and 2009.
- Between 2000 and 2009, **reported total index offense rates:**
 - Decreased 24 percent In Illinois
 - Decreased 25 percent in Cook County
 - Decreased 38 percent in the Northern region outside Cook County
 - Decreased 17 percent in the Central region
 - Decreased 16 percent in the Southern region

Figure 1
Total (violent and property) index offense rates by Illinois region, 2000-2009

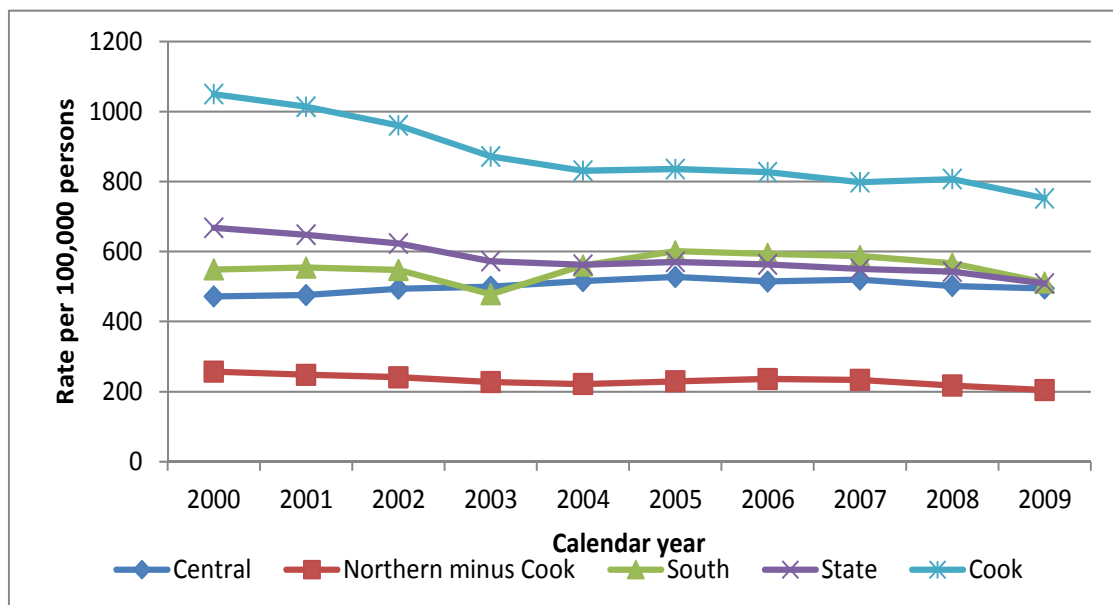


Source: Illinois State Police, I-UCR program

Violent Index offenses reported, 2000-2009

- Violent index offenses include murder, criminal sexual assault, robbery, and aggravated assault.
- Statewide, violent index offenses accounted for 15 percent of total reported index offenses from 2000 to 2009.
- Statewide between 2000 and 2009, aggravated assaults accounted for the majority of reported violent index offenses (58 percent), followed by robberies at 33 percent, rapes at 8 percent, and homicides at one percent.
- Between 2000 and 2009, **violent index offense rates**:
 - Decreased 24 percent in Illinois
 - Decreased 28 percent in Cook County
 - Decreased 21 percent in the Northern region (outside Cook County)
 - Increased 5 percent in the Central region
 - Decreased 7 percent in the Southern region

Figure 2
Reported violent offense rates by Illinois region, 2000-2009

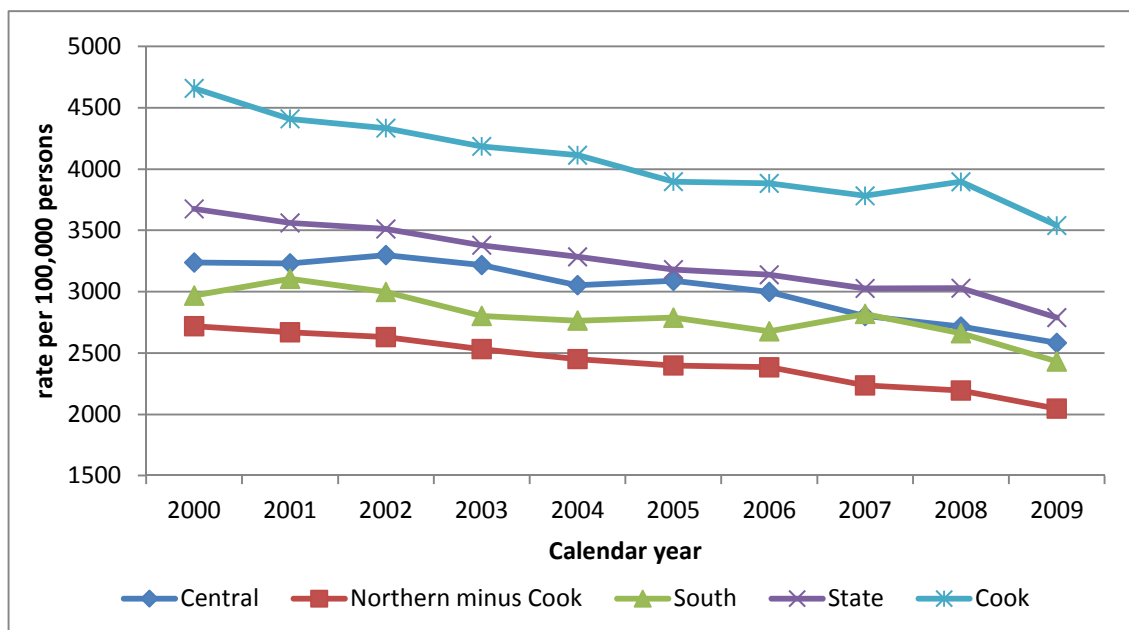


Source: Illinois State Police, I-UCR program

Property index offenses reported, 2000-2009

- Property index offenses include burglary, theft, motor vehicle theft and arson.
- Statewide, property index offenses accounted for 85 percent of the total reported index offenses from 2000 to 2009.
- Statewide between 2000 and 2009, theft accounted for the majority of reported property index offenses (71 percent), followed by burglary (19 percent), motor vehicle theft (10 percent), and arson (less than one percent).
- Between 2000 and 2009, **property index offense rates**:
 - Decreased 24 percent in Illinois
 - Decreased 24 percent in Cook County
 - Decreased 25 percent in the Northern region outside Cook County
 - Decreased 20 percent in the Central region
 - Decreased 18 percent in the Southern region

Figure 3
Reported property offense rates by Illinois region from 2000-2009



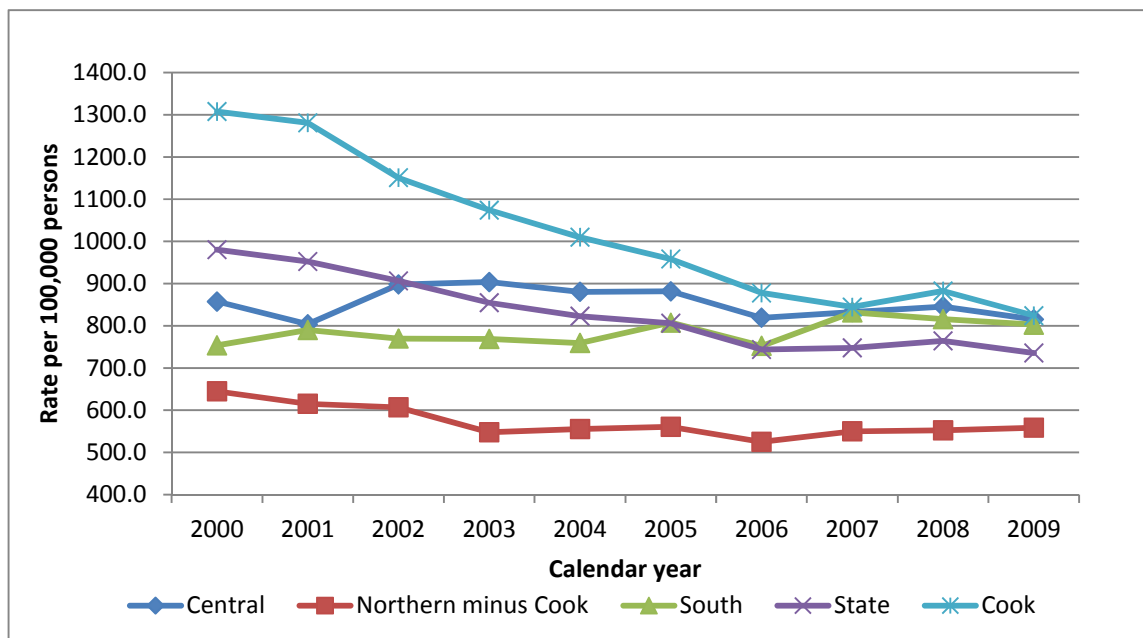
Source: Illinois State Police, I-UCR program

ARRESTS

Total (violent and property) index arrests reported, 2000-2009

- Statewide, slightly over 1 million violent and property index arrests were reported by law enforcement agencies between 2000 and 2009. Half of these were reported in Cook County.
- Except for the year 2000, Illinois experienced a continual downward trend in total index arrest rates (violent and property) between 2000 and 2009.
- Between 2000 and 2009, **total index arrest rates (both violent and property)**:
 - Decreased 25 percent in Illinois
 - Decreased 37 percent in Cook County
 - Decreased 13 percent in the Northern region outside Cook County
 - Decreased 5 percent in the Central region
 - Decreased 7 percent in the Southern region

Figure 4
Total (violent and property) index arrest rates by Illinois region, 1999-2008

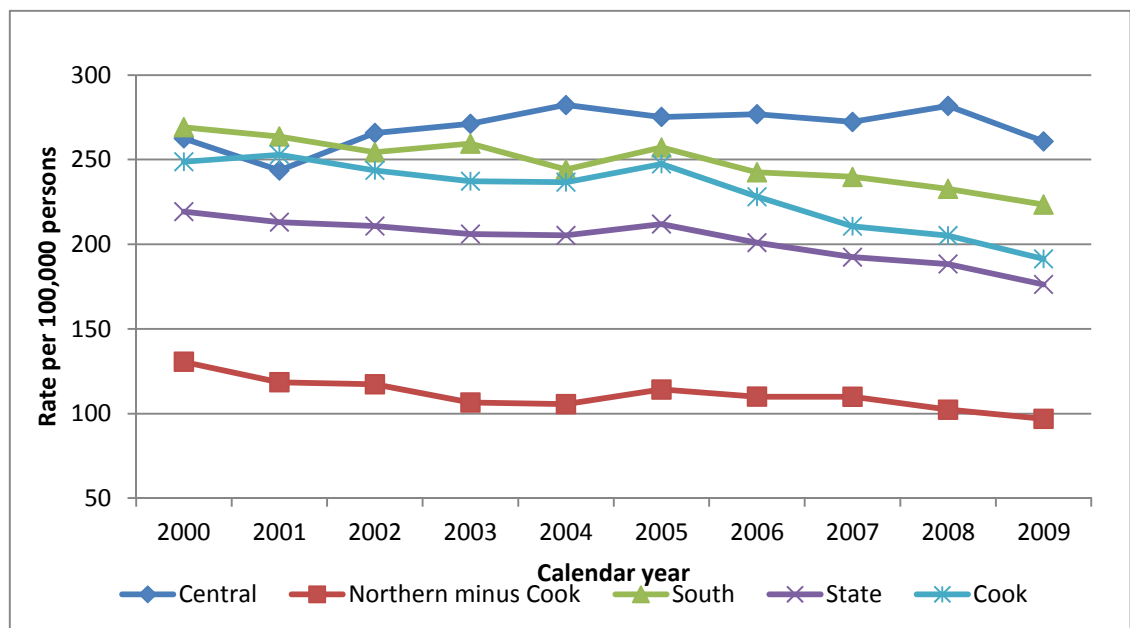


Source: Illinois State Police, I-UCR program

Violent index arrests reported, 2000-2009

- Statewide, violent index arrests accounted for 24 percent of the total index arrests from 2000 to 2009.
- Statewide between 2000 and 2009, aggravated assaults accounted for the majority of reported violent index arrests (72 percent), followed by robbery (19 percent), rape (6 percent), and homicide (3 percent).
- Between 2000 and 2009, **violent index arrest rates**:
 - Decreased 20 percent in Illinois
 - Decreased 23 percent in Cook County
 - Decreased 26 percent in the Northern region outside Cook County
 - Decreased 0.7 percent in the Central region
 - Decreased 17 percent in the Southern region

Figure 5
Violent index arrest rates by Illinois region, 1999-2008

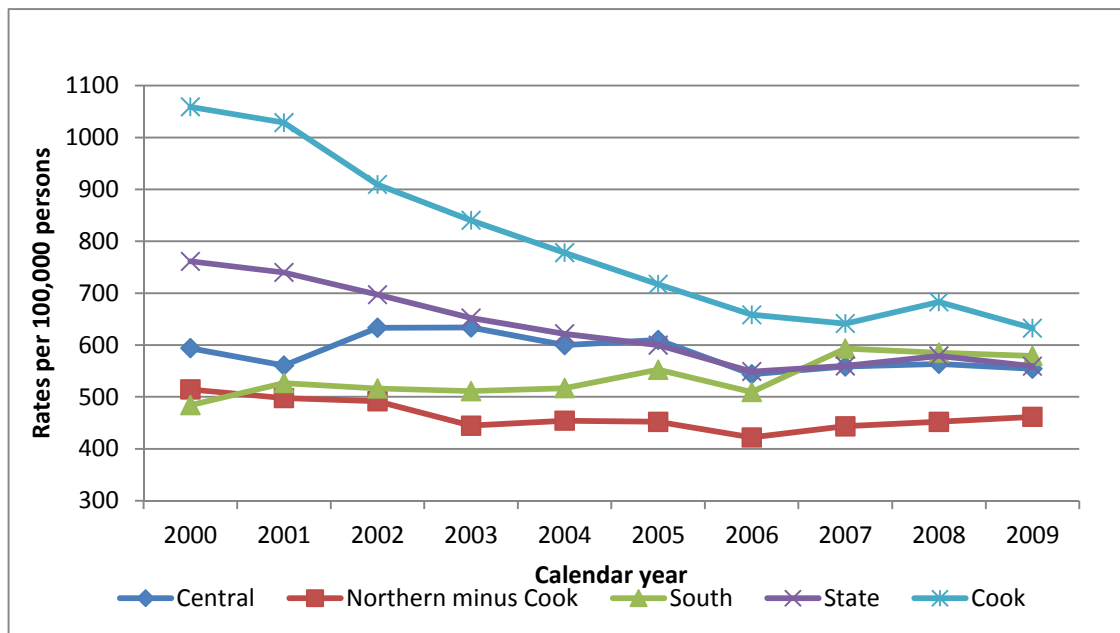


Source: Illinois State Police, I-UCR program

Property index arrests reported, 2000-2009

- Statewide, property index arrests accounted for 76 percent of the total index arrests from 2000 to 2009
- Statewide between 2000 and 2009, theft accounted for the majority of reported property index arrests (71 percent), followed by burglary (19 percent), motor vehicle theft (10 percent), and arson (less than one percent).
- Between 2000 and 2009, **property index arrest rates**:
 - Decreased 27 percent in Illinois
 - Decreased 40 percent in Cook County
 - Decreased 10 percent in the Northern region outside Cook County
 - Decreased 7 percent in the Central region
 - Increased 20 percent in the Southern region

Figure 6
Property index arrest rates by Illinois region from 1999-2008



Source: Illinois State Police, I-UCR program

Drug index arrests reported, 2000-2009

- Nearly 1.1 million arrests for total index drug crimes (cannabis, controlled substances, drug paraphernalia, and hypodermic syringes/needles) were reported by law enforcement agencies statewide between 2000 and 2009. This amount reflected a 37 percent increase from the number of arrests made during the previous 10 year span, 1988 through 1998.
- Between 2000 and 2009, **total index drug arrest rates by drug type included:**
 - 45 percent for cannabis
 - 41 percent for controlled substances
 - 14 percent for drug paraphernalia
 - Less than 1 percent for hypodermic syringes and needles
- Between 2000 and 2009, **total index drug arrest rates:**
 - Decreased 20 percent in Illinois
 - Decreased 29 percent in Cook County
 - Decreased 11 percent in the Northern region outside Cook County
 - Increased 9 percent in the Central region
 - Increased 19 percent in the Southern region

Trends in cannabis arrest rates, 2000-2009

- Increased 11 percent in Illinois
- Increased 18 percent in Cook County
- Decreased 7 percent in the Northern region outside Cook County
- Increased 20 percent in the Central region
- Increased 22 percent in the Southern region

Trends in controlled substances arrest rates, 2000-2009

- Decreased 48 percent in Illinois
- Decreased 56 percent in Cook County
- Decreased 18 percent in the Northern region outside Cook County
- Increased 18 percent in the Central region
- Increased 22 percent in the Southern region

Trends in drug paraphernalia arrest rates, 2000-2009

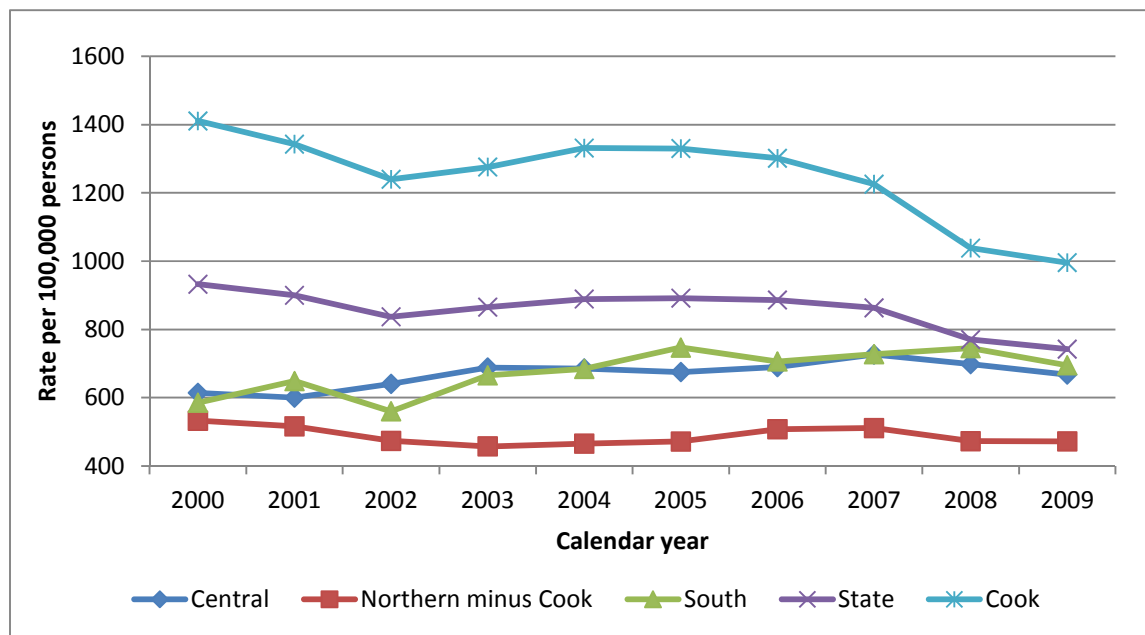
- Decreased 12 percent in Illinois
- Decreased 24 percent in Cook County
- Decreased 17 percent in the Northern region outside Cook County
- Decreased 12 percent in the Central Illinois region

- Increased 10 percent in the Southern Illinois region

Trends in hypodermic syringes/needles arrest rates, 2000-2009

- Decreased 40 percent in Illinois
- Decreased 84 percent in Cook County
- Increased 46 percent in the Northern region outside of Cook County
- Increased 6 percent in the Central Illinois region
- Increased 29 percent in the Southern Illinois region

Figure 7
Total drug arrest rates by Illinois region from 1999-2008

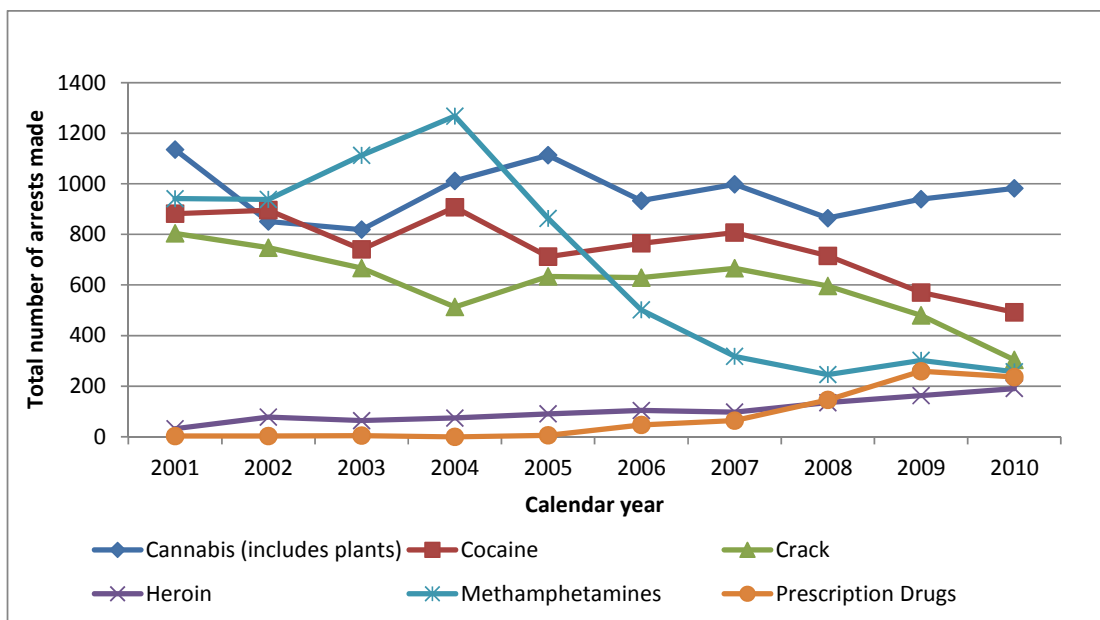


Source: Illinois State Police, I-UCR program

Metropolitan Enforcement Group (MEG) and Drug Task Force drug arrests, 2010

- During 2010, drug arrests made by MEGs and Drug Task Forces in all regions of operation included:
 - 40 percent for cannabis
 - 32 percent for cocaine and crack
 - 10 percent for methamphetamines
 - 10 percent for prescription drugs
 - 8 percent for heroin
- Between 2001 and 2010, MEGs and task force drug arrests:
 - Decreased 13 percent for cannabis
 - Decreased 44 percent for cocaine
 - Decreased 62 percent for crack
 - Increased nearly 6 times since 2001 for heroin (32 to 191 percent)
 - Decreased 73 percent for methamphetamines
 - Increased nearly 79 times for prescription drugs (from 3 to 236 percent)

Figure 8
MEG and Drug Task Force drug arrests by drug type, 2001-2010



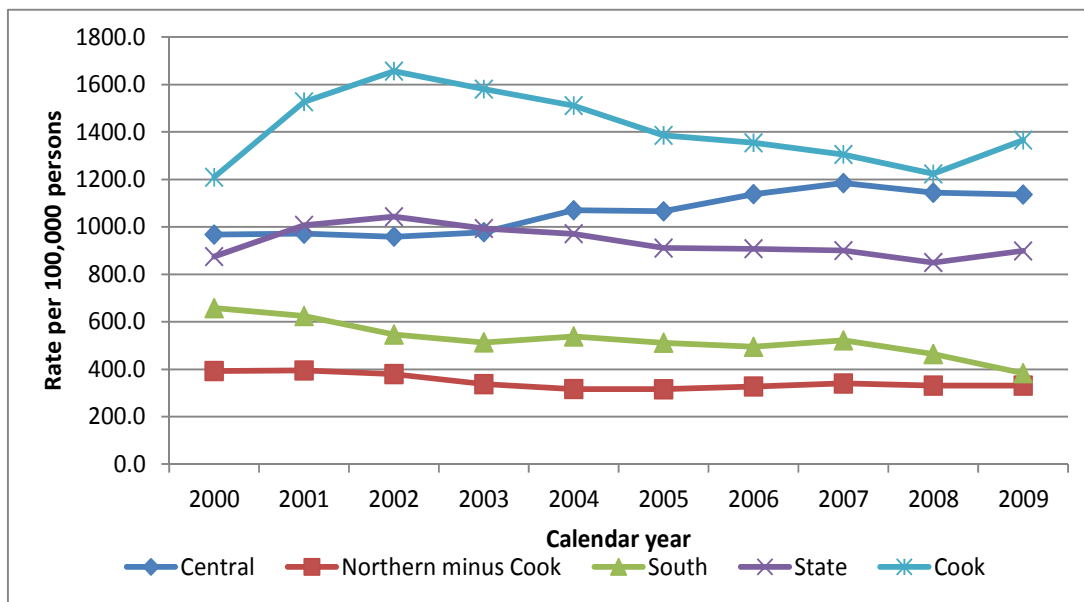
Source: Data reports submitted to ICJIA

DOMESTIC VIOLENCE

Domestic-related offenses reported to I-UCR, 2000-2009

- The I-UCR program has collected additional crime data on domestic violence related offenses since 1996. Domestic-related crimes for this purpose are defined as crimes committed by family or household members, including spouses, former spouses, parents, children, stepchildren and other persons related by blood or marriage, persons who share (d) a common dwelling, and persons having a child in common.
- Between 2000 and 2009, **domestic violence offense rates:**
 - Increased 3 percent in Illinois
 - Decreased 13 percent in Cook County
 - Decreased 16 percent in the Northern region outside Cook County
 - Increased 17 percent in the Central region
 - Decreased 42 percent in the Southern Illinois region

Figure 9
Reported domestic offense rates in Illinois, 1999-2009



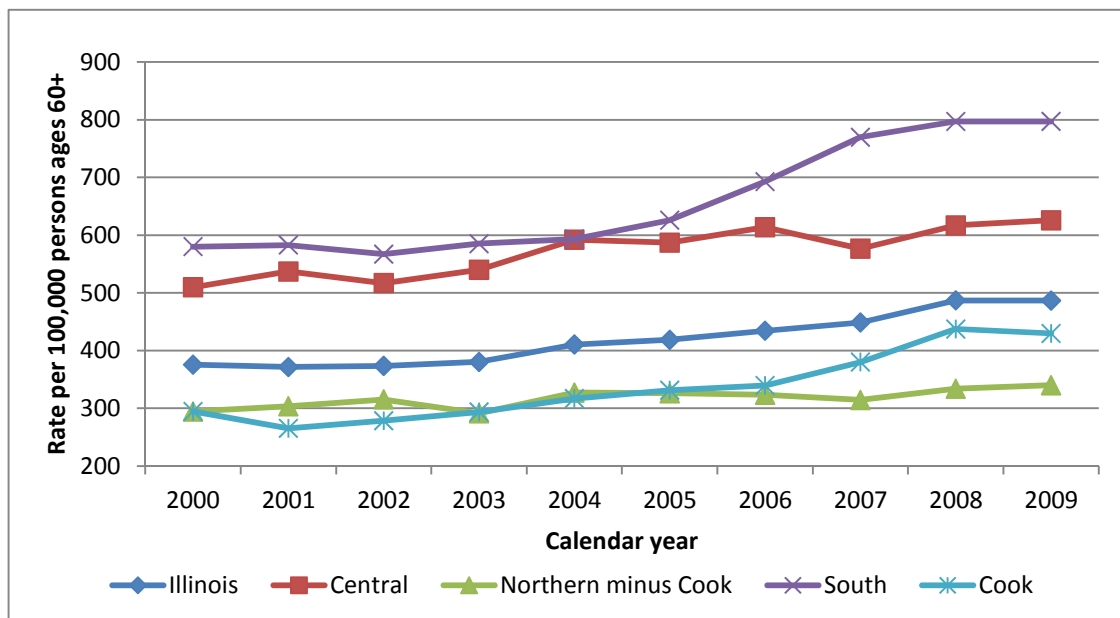
Source: Illinois State Police

ELDER ABUSE

Offenses reported to the Illinois Department on Aging, 2000-2009

- The Illinois Department on Aging administers the statewide Elder Abuse and Neglect reporting program. Elder abuse offenses include physical abuse, sexual abuse, emotional abuse, confinement, passive neglect, willful deprivation and financial exploitation of persons ages 60 and older, by family members, caregivers, acquaintances and strangers. In most cases, elder abuse victims are subjected to more than one type of offense.
- Between 2000 and 2009, **elder abuse offense rates** per 100,000 persons ages 60 and older:
 - Increased 30 percent in Illinois
 - Increased 46 percent in Cook County
 - Increased 15 percent in the Northern region outside Cook County
 - Increased 23 percent in the central region
 - Increased 37 percent in the southern region

Figure 10
Reported elder abuse offense rates in Illinois, per 100,000 persons
ages 60 and older, 2000-2009



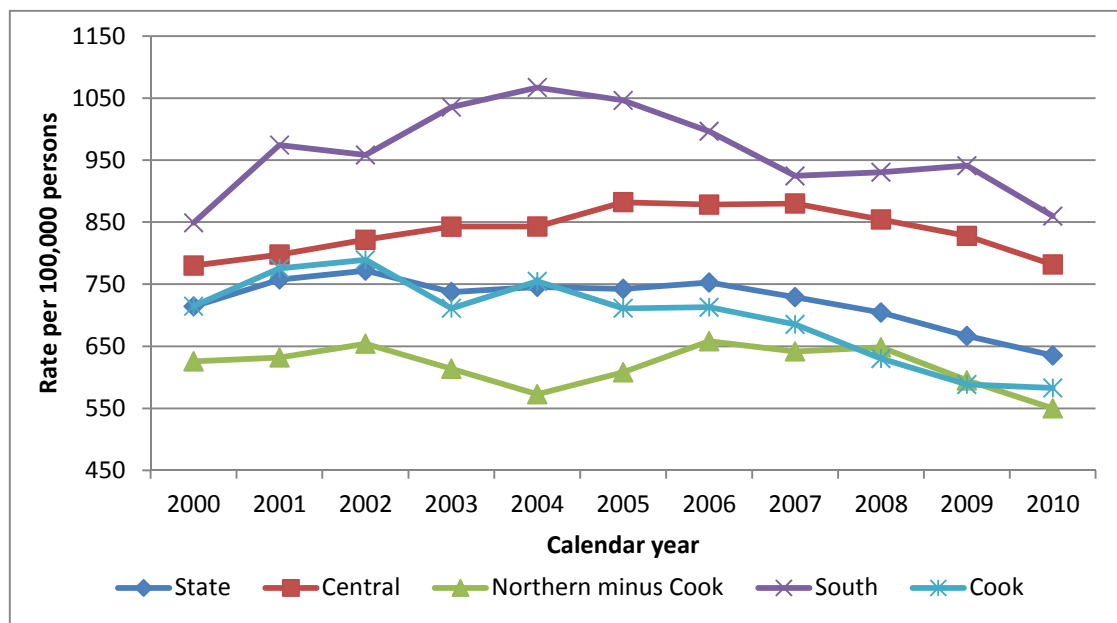
Source: Illinois Department of Aging

COURTS

Felony court filings, 2000-2010

- Between 2000 and 2010, **felony court filing rates** per 100,000 persons:
 - Decreased 11 percent in Illinois
 - Decreased 18 percent in Cook County
 - Decreased 12 percent in the Northern region outside Cook County
 - Decreased 0.2 percent in the Central region
 - Increased 1 percent in the Southern region

Figure 11
Felony court filing rates by Illinois region, 2000-2010

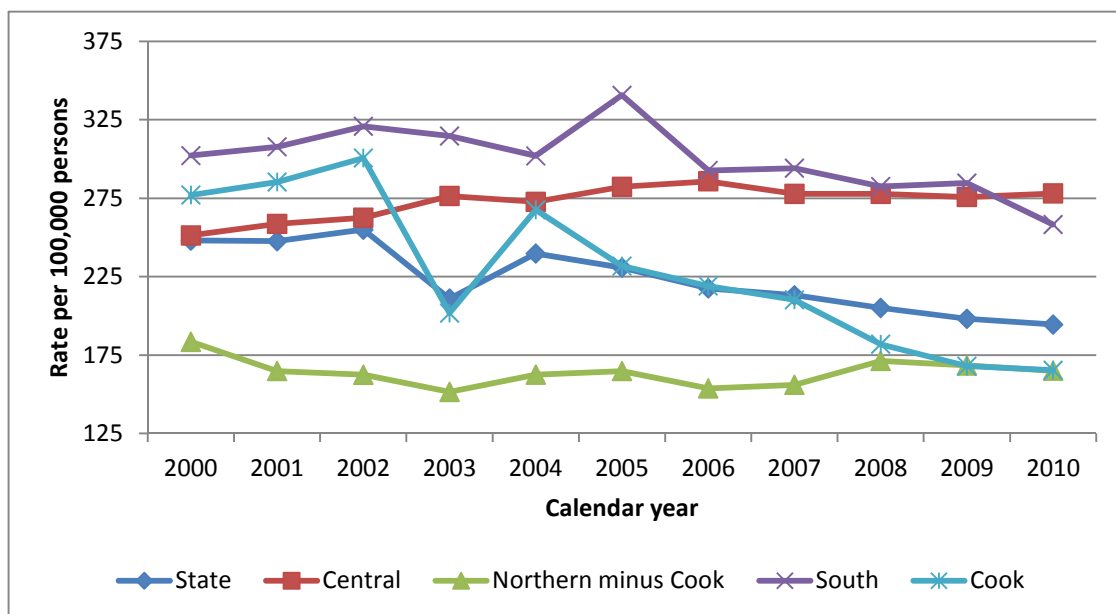


Source: Administrative of the Illinois Courts

Felony sentences to county probation, 2000-2010

- Between 2000 and 2010, the number of felony offenders sentenced to probation in Illinois decreased 19 percent, from 30,847 in 2000 to 24,937 in 2010.
- Between 2000 and 2010, **the rate of felony offenders sentenced to probation, per 100,000 persons:**
 - Decreased 22 percent in Illinois
 - Decreased 40 percent in Cook County
 - Decreased 10 percent in the Northern region outside Cook County
 - Increased 11 percent in the Central region
 - Decreased 15 percent in the Southern region

Figure 12
Felony sentences sent to probation by Illinois region, 2000-2010

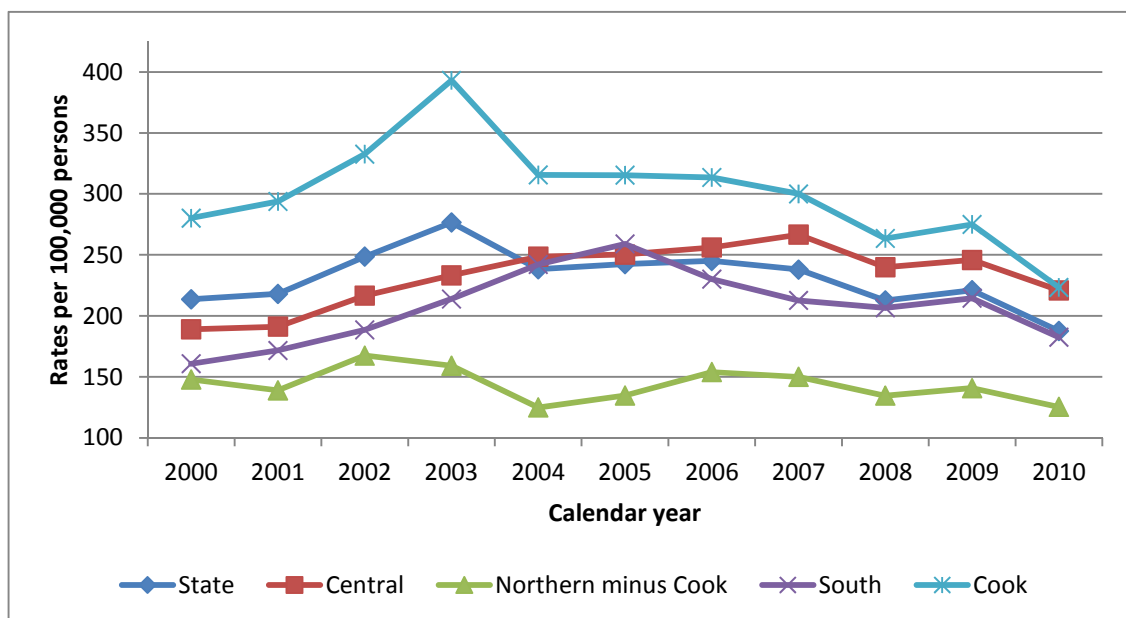


Source: Administrative office of the Illinois Courts

Felony sentences to state prison (I-DOC), 2000-2010

- Between 2000 and 2010, the number of felony offenders sentenced to state prison in Illinois decreased 9 percent, from 26,570 in 2000 to 24,069 in 2010.
- Between 2000 and 2010, **the rate of felony offenders sentenced to state prison (IDOC), per 100,000 persons:**
 - Decreased 12 percent in Illinois
 - Decreased 20 percent in Cook County
 - Decreased 15 percent in the Northern region outside of Chicago
 - Increased 17 percent in the Central region
 - Increased 13 percent in the Southern region

Figure 13
Felony sentences to state prison (IDOC) by Illinois region, 2000-2010



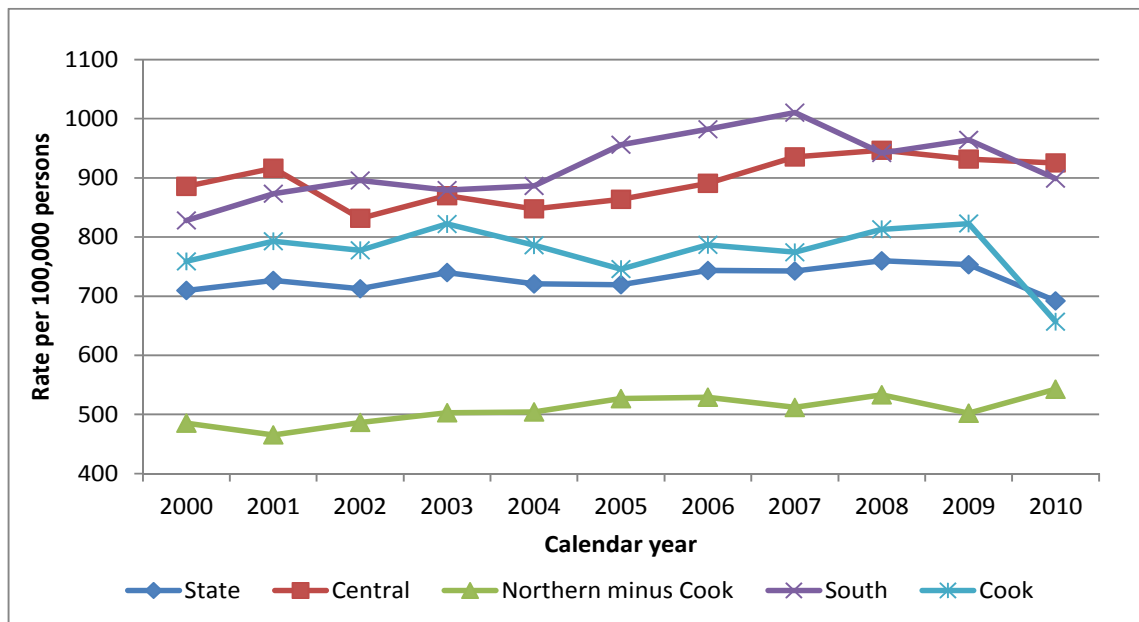
Source: Administrative of the Illinois Courts

PROBATION

Total active adult probation cases, 2000-2010

- Between 2000 and 2010, **the number of active adult probation cases:**
 - Increased less than 1 percent in Illinois, from 88,276 in 2000 to 88,793 in 2010
- Decreased 16 percent in Cook County
- Increased 28 percent in the northern Illinois region outside Cook County
- Increased 7 percent in the central Illinois region
- Increased 11 percent in the southern Illinois region

Figure 14
Total active adult probation cases in Illinois by region, 2000-2010



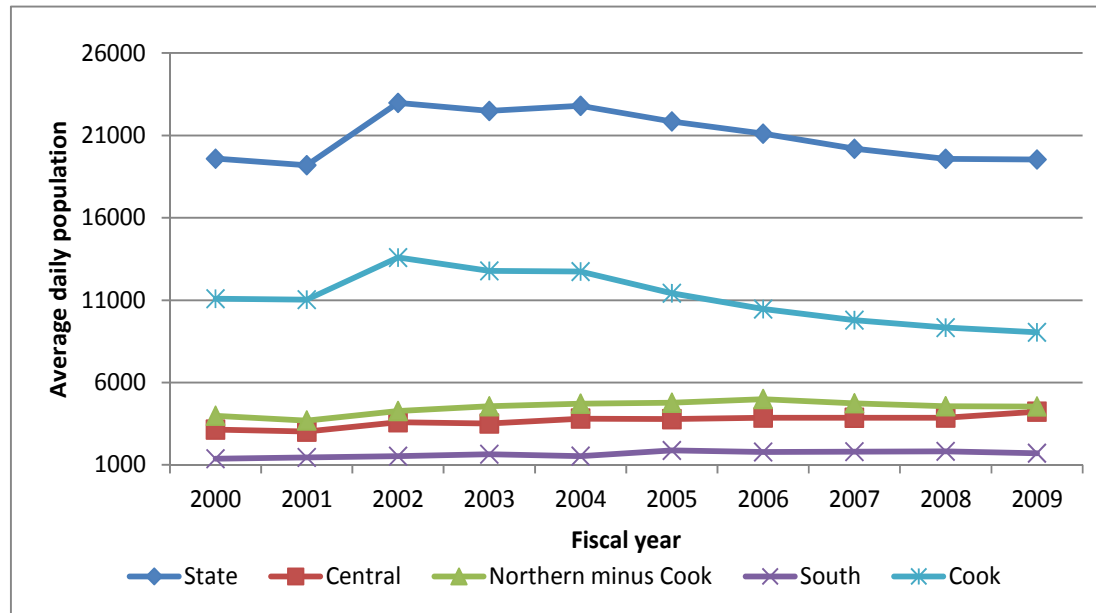
Source: Administrative office of the Illinois Courts, Probation Division

COUNTY JAILS

Jail populations, 2000-2009

- The Jail and Detention Standards Unit of the Illinois Department of Corrections collects information from the county jails regarding jail capacity, average daily population, and total yearly bookings, among other data. Not all 102 counties in Illinois operate jails. Nine counties in the Southern region have contractual arrangements to house inmates in nearby counties, and the Tri-County Jail serves in the Southern region serves three other counties.
- Between 2000 and 2009, **average daily jail population**:
 - Decreased less than 1 percent in Illinois
 - Decreased 18 percent in Cook County
 - Increased 14 percent in the Northern region outside Cook County
 - Increased 35 percent in the Central region
 - Increased 24 percent in the Southern region

Figure 15
Average daily population in Illinois county jails, 2000-2009



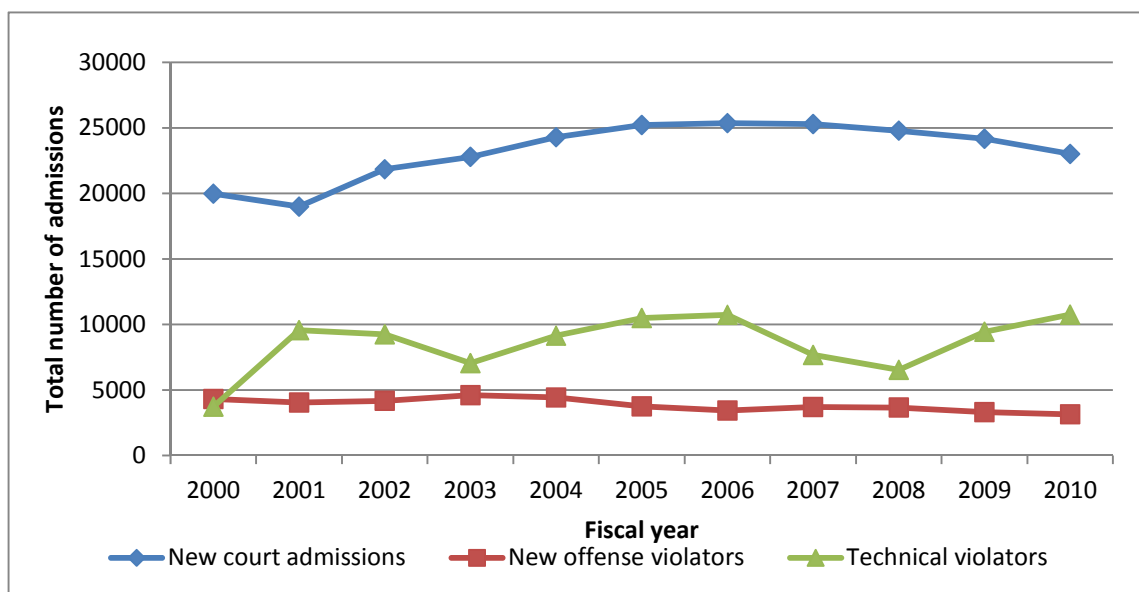
Source: Illinois Department of Corrections, Jail and Detention Standards Unit

STATE CORRECTIONS

Prison admissions, SFY¹ 2000-2010

- Between SFY 2000 and 2009, prison admissions to the Illinois Department of Corrections (IDOC) increased 32 percent, from 28,014 in SFY 2000 to 36,909 in SFY 2010. Drug offenses were the most common offense for which convicted felons were admitted, accounting for 42 percent of all new admissions direct from court during this time span.
- Between 2000 and 2010:
 - New court admissions increased 15 percent
 - New offense violation admissions decreased 27 percent
 - Admissions of technical violators increased 188 percent

Figure 16
IDOC admissions by type, SFY 2000-2010



Source: ICJIA interpretation of Illinois Department of Corrections, Research and Planning Division data

¹ State Fiscal Year, July1 through June 30.

CRIMINAL JUSTICE TRENDS – SUMMARY OF FINDINGS

COOK COUNTY



In 2010:

- Cook County's population was estimated to be 5.2 million.
- Cook County's population decreased (3.4 percent) from 2000 to 2010.

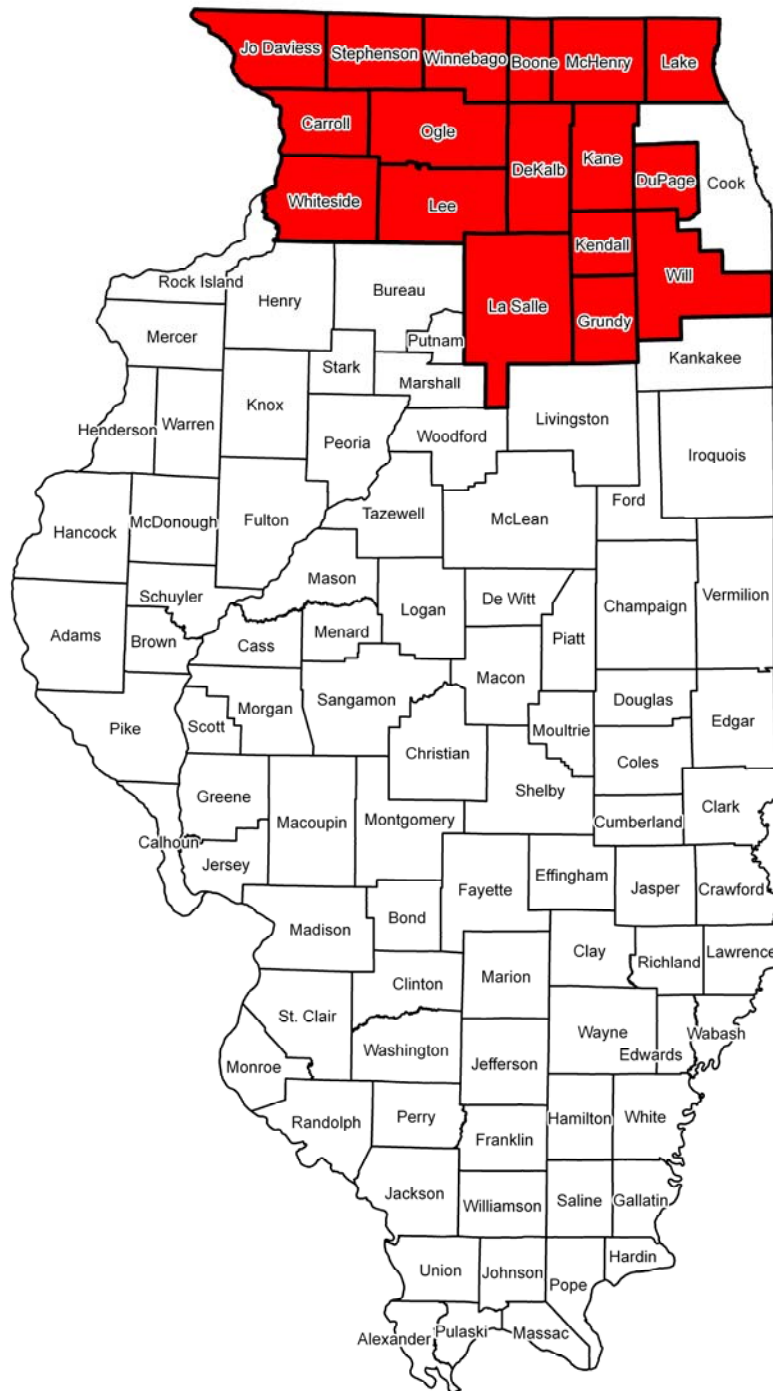
Between 2000 and 2009:

- Reported total index offense rates (both violent and property) decreased 25 percent.
- Violent index offense rates decreased 28 percent, while property index offense rates decreased 24 percent.
- Total index arrest rates (both violent and property) decreased 37 percent.
- Violent index arrest rates decreased 23 percent, while property index arrest rates decreased 40 percent.
- Index drug arrest rates decreased 29 percent.
- Cannabis arrest rates increased 18 percent.
- Controlled substance arrest rates decreased 56 percent.
- Drug paraphernalia arrest rates decreased 24 percent.
- Hypodermic syringes/needles arrest rates decreased 84 percent.
- Domestic violence offense rates decreased 13 percent.
- Elder abuse offense rates increased 46 percent (between 2000 and 2009).

Between 2000 and 2010:

- Felony court filing rates decreased 18 percent.
- Felony offenders sentenced to county probation rates decreased 40 percent.
- Felony offenders sentenced to the state prison rates decreased 20 percent.
- Active adult probation caseloads decreased 16 percent.
- Average daily jail population decreased 18 percent (between 2000 and 2009).

NORTHERN REGION OUTSIDE COOK COUNTY



In 2010:

- Northern Illinois region outside Cook County's population was estimated to be 4.1 million.
- Northern region outside Cook County's population increased 14 percent between 2000 and 2010.

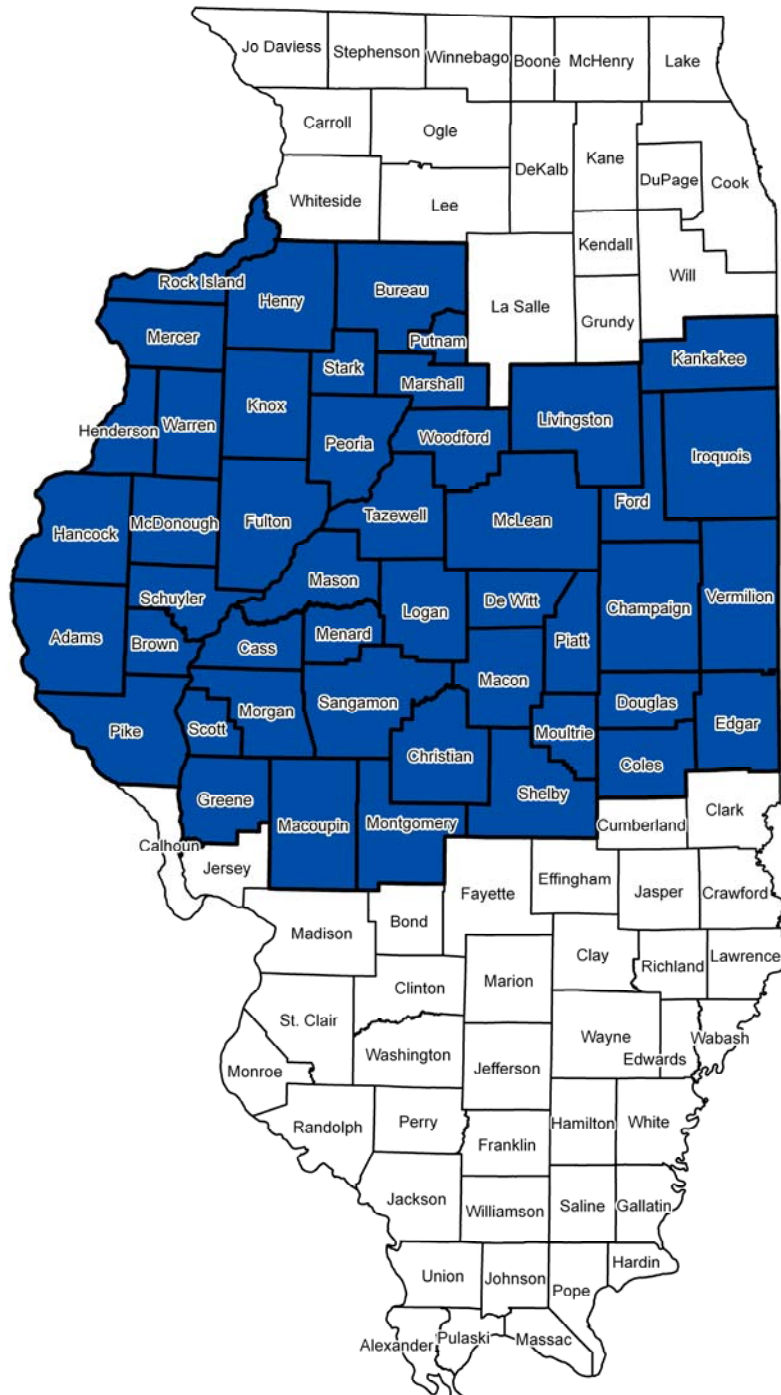
Between 2000 and 2009:

- Reported total index offense rates (both violent and property) decreased 38 percent.
- Violent index offense rates decreased 21 percent, while property index offense rate decreased 25 percent.
- Total index arrest rates (both violent and property) decreased 13 percent.
- Violent index arrest rates decreased 26 percent, while property index arrest rates decreased 10 percent.
- Index drug arrest rates decreased 11 percent.
- Cannabis arrest rates increased less than 7 percent.
- Controlled substance arrest rates decreased 18 percent.
- Drug paraphernalia arrest rates decreased 17 percent.
- Hypodermic syringes/needles arrest rates increased 46 percent.
- Domestic violence offense rates decreased 16 percent.
- Elder abuse offense rates increased 15 percent (between 2000 and 2009).

Between 2000 and 2010:

- Felony court filing rates decreased 12 percent.
- Felony offender rates sentenced to probation decreased 10 percent.
- Felony offender rates sentenced to the I-DOC decreased 15 percent.
- Active adult probation caseloads increased 28 percent
- Average daily jail population increased 14 percent (between 2000 and 2009).

CENTRAL REGION



In 2010:

- Central Illinois region's population was estimated to be 2.3 million.
- Central region's population increased 2 percent from 2000 to 2010.

Between 2000 and 2009:

- Reported total index offense rates (both violent and property) decreased 17 percent.
- Violent index offense rates increased 5 percent, while property index offense rates decreased 20 percent.
- Total index arrest rates (both violent and property) decreased 5 percent.
- Violent index arrest rates decreased slightly less than 1 percent, while property index arrest rates decreased 7 percent.
- Index drug arrest rates increased 9 percent.
- Cannabis arrest rates increased 20 percent.
- Controlled substance arrest rates increased 18 percent.
- Drug paraphernalia arrest rates decreased 12 percent.
- Hypodermic syringes/needles arrest rates increased 6 percent.
- Domestic violence offense rates increased 17 percent.
- Elder abuse offense rates increased 23 percent (between 2000 and 2009).

Between 2000 and 2010:

- Felony court filing rates decreased slightly less than 1 percent.
- Felony offenders sentenced to probation rates increased 11 percent.
- Felony offenders sentenced to the prison rates increased 17 percent.
- Active adult probation caseloads increased 7 percent.
- Average daily jail population increased 35 percent (between 2000 and 2009).

SOUTHERN REGION



In 2010:

- Southern Illinois region's population was estimated to be 1.3 million.
- Southern region's population increased slightly by 2 percent between 2000 and 2010.

Between 2000 and 2009:

- Reported total index offense rates (both violent and property) decreased 16 percent.
- Violent index offense rates decreased 7 percent, while property index offense rates decreased 18 percent.
- Total index arrest rates (both violent and property) increased 7 percent.
- Violent index arrest rates decreased 17 percent, while property index arrest rates increased 20 percent.
- Index drug arrest rates increased 19 percent.
- Cannabis arrest rates increased 22 percent.
- Controlled substance arrest rates increased 22 percent.
- Drug paraphernalia arrest rates increased 10 percent.
- Hypodermic syringes/needles arrest rates increased 29 percent.
- Domestic violence offense rates decreased 42 percent.
- Elder abuse offense rates increased 37 percent (between 2000 and 2009).

Between 2000 and 2010:

- Felony court filing rates increased 1 percent.
- Felony offenders sentenced to probation rates decreased 15 percent.
- Felony offenders sentenced to the prison rates increased 13 percent.
- Active adult probation caseloads increased 9 percent.
- Average daily jail population increased 24 percent (between 2000 and 2009).

11

STATUTES, RULES,
AND BYLAWS

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STATUTES, RULES, AND BYLAWS

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THE ILLINOIS CRIMINAL JUSTICE INFORMATION ACT

20 ILCS 3930

§ 1. Short Title. This Act shall be known and may be cited as the “Illinois Criminal Justice Information Act”.

3930/2. Purpose of Act

§ 2. Purpose of Act. The purpose of this Act is to coordinate the use of information in the criminal justice system; to promulgate effective criminal justice information policy; to encourage the improvement of criminal justice agency procedures and practices with respect to information; to provide new information technologies; to permit the evaluation of information practices and programs; to stimulate research and development of new methods and uses of criminal justice information for the improvement of the criminal justice system and the reduction of crime; and to protect the integrity of criminal history record information, while protecting the citizen's right to privacy.

3930/3. Definitions

§ 3. Definitions. Whenever used in this Act, and for the purposes of this Act unless the context clearly denotes otherwise:

(a) The term “criminal justice system” includes all activities by public agencies pertaining to the prevention or reduction of crime or enforcement of the criminal law, and particularly, but without limitation, the prevention, detection, and investigation of crime; the apprehension of offenders; the protection of victims and witnesses; the administration of juvenile justice; the prosecution and defense of criminal cases; the trial, conviction, and sentencing of offenders; as well as the correction and rehabilitation of offenders, which includes imprisonment, probation, parole and treatment.

(b) The term “Authority” means the Illinois Criminal Justice Information Authority created by this Act.

(c) The term “criminal justice information” means any and every type of information that is collected, transmitted, or maintained by the criminal justice system.

(d) The term “criminal history record information” means data identifiable to an individual and consisting of descriptions or notations of arrests, detentions, indictments, informations, pre-trial proceedings, trials, or other formal events in the criminal justice system or descriptions or notations of criminal charges (including criminal violations of local municipal ordinances) and the nature of any disposition arising therefrom, including sentencing, court or correctional supervision, rehabilitation, and release. The term does not apply to statistical records and reports in which individuals are not identified and from which their identities are not ascertainable, or to information that is for criminal investigative or intelligence purposes.

(e) The term “unit of general local government” means any county, municipality or other general purpose political subdivision of this State.

3930/4. Illinois Criminal Justice Information Authority; creation, membership, and meetings

§ 4. Illinois Criminal Justice Information Authority; creation, membership, and meetings. There is created an Illinois Criminal Justice Information Authority consisting of 23 members. The membership of the Authority shall consist of the Illinois Attorney General, or his or her designee, the Director of the Illinois Department of Corrections, the Director of the Illinois Department of State Police, the Sheriff of Cook County, the State's Attorney of Cook County, the clerk of the circuit court of Cook County, the President of the Cook County Board of Commissioners, the Superintendent of the Chicago Police Department, the Director of the Office of the State's Attorneys Appellate Prosecutor, the Executive Director of the Illinois Law Enforcement Training Standards Board, the State Appellate Defender, the Public Defender of Cook County, and the following additional members, each of whom shall be appointed by the Governor: a circuit court clerk, a sheriff, a State's Attorney of a county other than Cook, a Public Defender of a county other than Cook, a chief of police, and 6 members of the general public.

The Governor from time to time shall designate a Chairman of the Authority from the membership. All members of the Authority appointed by the Governor shall serve at the pleasure of the Governor for a term not to exceed 4 years. The initial appointed members of the Authority shall serve from January, 1983 until the third Monday in January, 1987 or until their successors are appointed.

The Authority shall meet at least quarterly, and all meetings of the Authority shall be called by the Chairman.

3930/5. No Compensation--Expenses

§ 5. No Compensation--Expenses. Members of the Authority, other than the Chairman, shall serve without compensation. All members shall be reimbursed for reasonable expenses incurred in connection with their duties.

3930/6. Executive Director

§ 6. Executive Director. The Governor shall appoint an Executive Director of the Authority with the advice and consent of the Senate. The Executive Director shall employ, in accordance with the provisions of the Illinois Personnel Code, [FN1] such administrative, professional, clerical, and other personnel as may be required. The Executive Director may organize the staff of the Authority as he may deem appropriate.

3930/7. Powers and Duties

§ 7. Powers and Duties. The Authority shall have the following powers, duties and responsibilities:

- (a) To develop and operate comprehensive information systems for the improvement and coordination of all aspects of law enforcement, prosecution and corrections;
- (b) To define, develop, evaluate and correlate State and local programs and projects associated with the improvement of law enforcement and the administration of criminal justice;
- (c) To act as a central repository and clearing house for federal, state and local research studies, plans, projects, proposals and other information relating to all aspects of criminal justice system improvement and to encourage educational programs for citizen support of State and local efforts to make such improvements;
- (d) To undertake research studies to aid in accomplishing its purposes;
- (e) To monitor the operation of existing criminal justice information systems in order to protect the constitutional rights and privacy of individuals about whom criminal history record information has been collected;
- (f) To provide an effective administrative forum for the protection of the rights of individuals concerning criminal history record information;
- (g) To issue regulations, guidelines and procedures which ensure the privacy and security of criminal history record information consistent with State and federal laws;
- (h) To act as the sole administrative appeal body in the State of Illinois to conduct hearings and make final determinations concerning individual challenges to the completeness and accuracy of criminal history record information;
- (i) To act as the sole, official, criminal justice body in the State of Illinois to conduct annual and periodic audits of the procedures, policies, and practices of the State central repositories for criminal history record information to verify compliance with federal and state laws and regulations governing such information;
- (j) To advise the Authority's Statistical Analysis Center;
- (k) To apply for, receive, establish priorities for, allocate, disburse and spend grants of funds that are made available by and received on or after January 1, 1983 from private sources or from the United States pursuant to the federal Crime Control Act of 1973, as amended, [FN1] and similar federal legislation, and to enter into agreements with the United States government to further the purposes of this Act, or as may be required as a condition of obtaining federal funds;

(l) To receive, expend and account for such funds of the State of Illinois as may be made available to further the purposes of this Act;

(m) To enter into contracts and to cooperate with units of general local government or combinations of such units, State agencies, and criminal justice system agencies of other states for the purpose of carrying out the duties of the Authority imposed by this Act or by the federal Crime Control Act of 1973, as amended;

(n) To enter into contracts and cooperate with units of general local government outside of Illinois, other states' agencies, and private organizations outside of Illinois to provide computer software or design that has been developed for the Illinois criminal justice system, or to participate in the cooperative development or design of new software or systems to be used by the Illinois criminal justice system. Revenues received as a result of such arrangements shall be deposited in the Criminal Justice Information Systems Trust Fund.

(o) To establish general policies concerning criminal justice information systems and to promulgate such rules, regulations and procedures as are necessary to the operation of the Authority and to the uniform consideration of appeals and audits;

(p) To advise and to make recommendations to the Governor and the General Assembly on policies relating to criminal justice information systems;

(q) To direct all other agencies under the jurisdiction of the Governor to provide whatever assistance and information the Authority may lawfully require to carry out its functions;

(r) To exercise any other powers that are reasonable and necessary to fulfill the responsibilities of the Authority under this Act and to comply with the requirements of applicable federal law or regulation;

(s) To exercise the rights, powers and duties which have been vested in the Authority by the "Illinois Uniform Conviction Information Act", enacted by the 85th General Assembly, as hereafter amended; [FN2]

(t) To exercise the rights, powers and duties which have been vested in the Authority by the Illinois Motor Vehicle Theft Prevention Act; [FN3] and

(u) To exercise the rights, powers, and duties vested in the Authority by the Illinois Public Safety Agency Network Act.

The requirement for reporting to the General Assembly shall be satisfied by filing copies of the report with the Speaker, the Minority Leader and the Clerk of the House of Representatives and the President, the Minority Leader and the Secretary of the Senate and the Legislative Research Unit, as required by Section 3.1 of "An Act to revise the law in relation to the General Assembly", approved February 25, 1874, as amended, [FN4] and filing such additional copies with the State Government Report Distribution Center for the General Assembly as is required under paragraph (t) of Section 7 of the State Library Act.

3930/7.1. Sexual assault nurse examiner pilot program

§ 7.1. Sexual assault nurse examiner pilot program.

(a) Legislative findings and intent. The General Assembly finds that the compassionate treatment of sexual assault victims in hospital emergency rooms is necessary to help alleviate the suffering of sexual assault victims. The General Assembly also finds that the effective collection and presentation of forensic evidence in sexual assault cases is necessary to increase the success rate of prosecutions for sex crimes in Illinois.

The General Assembly intends to create a pilot program to establish 4 sexual assault nurse examiner (SANE) projects in the State of Illinois. For each project, specially trained sexual assault nurse examiners or specially trained sexual assault physician examiners will provide health assessments and collect forensic evidence from sexual assault victims in the emergency room. The sexual assault nurse examiners or sexual assault physician examiners will also testify to victims' injuries during criminal prosecutions.

(b) Definitions. In this Section:

(1) “Sexual assault nurse examiner” means a registered nurse who has completed a sexual assault nurse examiner (SANE) training program that meets the Forensic Sexual Assault Nurse Examiner Education Guidelines established by the International Association of Forensic Nurses.

(2) “Sexual assault physician examiner” means a physician licensed to practice medicine in all its branches who has completed a sexual assault nurse examiner (SANE) training program that meets the Forensic Sexual Assault Nurse Examiner Education Guidelines established by the International Association of Forensic Nurses.

(3) “Hospital” means a facility licensed by the Department of Public Health under the Hospital Licensing Act [FN1] or that meets both the definition of hospital and the exemption provisions of that Act.

(4) “Hospital emergency services” means the health care delivered to outpatients within or under the care and supervision of personnel working in a designated emergency department or emergency room of a hospital.

(c) SANE pilot program. The Authority shall, subject to appropriation, establish a SANE pilot program to operate 4 pilot projects in Illinois. The projects shall be established in the emergency rooms of hospitals in 4 counties geographically distributed throughout the State. Hospitals located throughout the State may apply to the Authority to participate in the program. Each project must provide the following services:

(1) Compassionate health assessment and effective forensic evidence collection for sexual assault victims by a trained sexual assault nurse examiner or sexual assault physician examiner in a hospital emergency room as part of the provision of hospital emergency services.

(2) Presentation of testimony regarding victims' injuries during criminal prosecutions for sex offenses.

(d) Each of the SANE projects established under this pilot program must, at a minimum, meet the Sexual Assault Nurse Examiner Standards of Practice established by the International Association of Forensic Nurses.

(e) Each of the 4 pilot projects established by the Authority under this Section shall be in existence for a minimum of 3 years.

(f) Report. No later than 2 years after the establishment of pilot projects under this Section, the Authority must report to the General Assembly on the efficacy of SANE programs.

(g) Rules. The Authority shall adopt rules to implement this Section.

3930/7.2. Custodial Interview Pilot Program

§ 7.2. Custodial Interview Pilot Program.

(a) Legislative findings and intent. The General Assembly finds that technology has made it possible to electronically record custodial interviews of suspects during first degree murder investigations. This technology will protect law enforcement agencies against claims of abuse and coercion by suspects while providing a memorialized account of interviews at police stations. The technology will also provide a better means for courts to review confessions of suspects with direct evidence of demeanor, tone, manner, and content of statements. The General Assembly intends to create a Custodial Interview Pilot Program to establish 4 pilot programs at police stations in the State of Illinois. For each program, video and audio experts shall install equipment and train participating law enforcement agencies to electronically record custodial interviews at their respective police stations. Participating law enforcement agencies shall choose how to use the equipment in cooperation with the local State's Attorney's office. The participating law enforcement agencies may choose to electronically record interviews of suspects for offenses other than first degree murder if they adopt local protocols in cooperation with the local State's Attorney's office.

(b) Definitions. In this Section:

(1) "Electronically record" means to memorialize by video and audio electronic equipment.

(2) "Custodial interviews" means interviews of suspects during first degree murder investigations or other investigations established by local protocol by law enforcement authorities that take place at the police station.

(c) Custodial Interview Pilot Program. The Authority shall, subject to appropriation, establish a Custodial Interview Pilot Program to operate 4 custodial interview pilot programs. The programs shall be established in a police station in the County of Cook and in 3 other police

stations geographically distributed throughout the State. Each participating law enforcement agency must:

- (1) Promulgate procedures for recording custodial interviews of suspects during first degree murder investigations by video and audio means.
- (2) Promulgate procedures for maintaining and storing video and audio recordings.
- (d) Each of the 4 pilot programs established by the Authority shall be in existence for a minimum of 2 years after its establishment under this Act.
- (e) Report. No later than one year after the establishment of pilot programs under this Section, the Authority must report to the General Assembly on the efficacy of the Custodial Interview Pilot Program.
- (f) The Authority shall adopt rules in cooperation with the Illinois Department of State Police to implement this Section.

3930/7.5. Grants for electronic recording equipment

§ 7.5. Grants for electronic recording equipment.

- (a) The Authority, from appropriations made to it for that purpose, shall make grants to local law enforcement agencies for the purpose of purchasing equipment for electronic recording of interrogations.
- (b) The Authority shall promulgate rules to implement this Section.

3930/7.6. Capital Crimes Database

§ 7.6. Capital Crimes Database.

- (a) Subject to appropriation, a Capital Crimes Database shall be created within the Illinois Criminal Justice Information Authority (ICJIA).
- (b) The ICJIA shall collect and retain in the Capital Crimes Database all information on the prosecution, pendency, and disposition of capital and capital eligible cases in Illinois. The Capital Crimes Database shall serve as a repository for all of the foregoing collected information.
- (c) The ICJIA shall develop administrative rules to provide for the coordination and collection of information in the Capital Crimes Database.
- (d) Agencies required to provide information on capital cases to the ICJIA, as the ICJIA may request, for the Capital Crimes Database shall include, but not be limited to:

- (1) Office of the Attorney General.
- (2) Illinois Department of Corrections.
- (3) Illinois State Police.
- (4) All county State's Attorneys.
- (5) All county public defenders.
- (6) Office of the State's Attorneys Appellate Prosecutor.
- (7) Office of the State Appellate Defender.

(e) Agencies requested to provide information on capital cases to the ICJIA for the Capital Crimes Database shall include, but not be limited to:

- (1) Administrative Office of Illinois Courts.
- (2) All county circuit court clerks.

(f) The ICJIA shall develop procedures and protocols for the submission of information relating to capital and capital eligible cases to the Database in conjunction with the agencies submitting information.

3930/8. Criminal Justice Agency

§ 8. Criminal Justice Agency. The Authority shall be deemed a criminal justice agency under all federal and State laws and regulations, and as such shall have access to any information available to criminal justice agencies.

3930/9. Criminal Justice Information Systems Trust Fund

§ 9. Criminal Justice Information Systems Trust Fund. The special fund in the State Treasury known as the Criminal Justice Information Systems Trust Fund shall be funded in part from users' fees collected from criminal justice agencies that are the users of information systems developed and operated for them by the Authority. The users' fees shall be based on pro rated shares according to the share of operating cost that is attributed to each agency, as determined by the Authority. Prior to the effective date of the Illinois Public Safety Agency Network Act, the General Assembly shall make an appropriation from the Criminal Justice Information Systems Trust Fund for the operating expenses of the Authority incident to providing the services described in this Section. On and after the effective date of the Illinois Public Safety Agency Network Act, distributions from the Fund shall be made as provided in that Act.

3930/9.1. Criminal Justice Information Projects Fund

§ 9.1. Criminal Justice Information Projects Fund. The Criminal Justice Information Projects Fund is hereby created as a special fund in the State Treasury. Grants and other moneys obtained by the Authority from governmental entities (other than the federal government), private sources, and not-for-profit organizations for use in investigating criminal justice issues or undertaking other criminal justice information projects shall be deposited into the Fund. Moneys in the Fund may be used by the Authority, subject to appropriation, for undertaking such projects and for the operating and other expenses of the Authority incidental to those projects.

3930/9.2. Juvenile Accountability Incentive Block Grant Fund

§ 9.2. The Juvenile Accountability Incentive Block Grant Fund is hereby created as a special fund in the State treasury. Deposits to this Fund shall consist of receipts from the federal government under the Juvenile Accountability Incentive Block Grant program and interest earned from the investment of moneys in the Fund. Disbursements from the Fund shall be made, subject to appropriation, by the Illinois Criminal Justice Information Authority in accordance with the guidelines established by the federal government for the Juvenile Accountability Incentive Block Grant Program. Specifically, the Fund may be used to provide financial support to State agencies (including the Illinois Criminal Justice Information Authority) and units of local government and to pay the Authority's administrative costs associated with the Juvenile Accountability Incentive Block Grant Program.

3930/10. Supersedure and Transfer

§ 10. Supersedure and Transfer. The Illinois Criminal Justice Information Authority created by this Act supersedes and shall assume, exercise and administer all rights, powers, duties and responsibilities vested in the Illinois Law Enforcement Commission by “An Act creating an Illinois Law Enforcement Commission and defining its powers and duties”, approved September 20, 1977, as amended, [FN1] except:

- (a) those rights, powers, duties and responsibilities created by that Act with respect to the operation or administration of juvenile justice programs pursuant to applicable State or federal laws or regulations; and
- (b) the right, power, duty and responsibility to allocate, disburse and account for grants of funds actually received by the Illinois Law Enforcement Commission prior to January 1, 1983 from the United States pursuant to the federal Crime Control Act of 1973, as amended, [FN2] or pursuant to other similar federal legislation.

The transfer to the Illinois Criminal Justice Information Authority of the rights, powers, duties and responsibilities of the Illinois Law Enforcement Commission as provided in this Section shall not be deemed to abolish or diminish the exercise, by the Illinois Law Enforcement Commission or as otherwise provided by law, of those rights, powers, duties and responsibilities described in paragraphs (a) and (b) of this Section which are not transferred to

the Authority pursuant to this Section.

Personnel previously assigned to programs transferred pursuant to this Section from the Illinois Law Enforcement Commission to the Authority, other than the Executive Director of the Illinois Law Enforcement Commission, are hereby transferred to the Authority. Effective April 1, 1983, personnel of the Illinois Law Enforcement Commission previously assigned to the function and responsibility described in paragraph (b) above of this Section--except such of those personnel who, immediately prior to April 1, 1983, were either performing such function and responsibility for the primary benefit of, or who were also assigned to the operation or administration of the juvenile justice programs referred to in paragraph (a) above of this Section--shall be transferred to the Authority. The rights of the employees or the State under the "Personnel Code" [FN3] or under any other contract or plan, however, shall not be affected thereby.

All books, records, papers, documents, real or personal property, unexpended appropriations and pending business in any way pertaining to the rights, powers, duties and responsibilities transferred by this Section shall be delivered and transferred to the Authority. Effective April 1, 1983, all books, records, papers, documents, real or personal property, unexpended appropriations, undisbursed grant moneys, if any, and pending business pertaining to the rights, powers, duties and responsibilities described in paragraph (b) of this Section--except such of said items as pertain primarily to the juvenile justice programs referred to in paragraph (a) above of this Section--shall be transferred to the Authority.

All rights, powers, duties and responsibilities transferred pursuant to this Act to the Illinois Criminal Justice Information Authority shall be vested in and shall be exercised by that Authority subject to the provisions of this Act. Each act done in the exercise of such rights, powers and duties shall be exercised by that Authority subject to the provisions of this Act. Each act done in the exercise of such rights, powers and duties shall have the same legal effect as if done by the Illinois Law Enforcement Commission or divisions, officers or employees thereof.

Every person or corporation shall be subject to the same obligations and duties and any penalties, civil or criminal, arising therefrom, and shall have the same rights arising from the exercise of such rights, powers and duties as if such rights, powers and duties had been exercised by the Illinois Law Enforcement Commission or divisions, officers or employees thereof.

Every officer and employee of the Illinois Criminal Justice Information Authority shall, for any offense, be subject to the same penalty or penalties, civil or criminal, as are prescribed by existing law for the same offense by any officer or employee whose powers or duties were transferred to him by this Act.

Whenever reports or notices are required to be made or given or paper or documents furnished or served by any person to or upon the Illinois Law Enforcement Commission or divisions, officers or employees thereof with respect to any rights, powers, duties or responsibilities transferred pursuant to this Act, the same shall be made, given, furnished or served in the same

manner to or upon the Illinois Criminal Justice Information Authority.

This Act shall not affect any act done, ratified or cancelled or any right occurring or established or any action or proceeding had or commenced in an administrative, civil, or criminal cause before this Act takes effect; but such actions or proceedings may be prosecuted and continued by the Illinois Criminal Justice Information Authority.

No rule or regulation promulgated by the Illinois Law Enforcement Commission pursuant to an exercise of right, power or duty which has been transferred to the Illinois Criminal Justice Information Authority shall be affected by this Act, and all such rules and regulations shall become the rules and regulations of the Illinois Criminal Justice Information Authority.

3930/11. Other Functions

§ 11. Other Functions. Effective April 1, 1983, if any of the functions relating to the rights, powers, duties and responsibilities described in paragraph (b) of Section 10 of this Act--other than such of said functions, if any, as pertain primarily to the juvenile justice programs referred to in paragraph (a) of Section 10 of this Act--have not been fully completed and performed by the Illinois Law Enforcement Commission, the same shall be transferred to and assumed by the Authority.

3930/12. Administrative Action and Review

§ 12. Administrative Action and Review. The Illinois Administrative Procedure Act, as amended, [FN1] and the rules and regulations adopted thereunder shall apply to and govern all administrative actions taken by the Authority, where applicable, unless otherwise prescribed by this Act. Judicial review of final administrative decisions may be had in accordance with the Administrative Review Law, [FN2] as now or hereafter amended.

3930/13. Construction of Act

§ 13. Construction of Act. This Act shall be liberally construed to achieve the purposes set forth in Section 2 of this Act.

Sections 1 through 13 of this Act shall in no respect be considered as a repeal of, nor, except as herein provided with respect to the transfer to the Authority of certain rights, powers, duties and responsibilities of the Illinois Law Enforcement Commission under "An Act creating an Illinois Law Enforcement Commission and defining its powers and duties", [FN1] as a limitation of the provisions of any existing law of this State concerning law enforcement or criminal justice, but shall be construed as supplemental thereto.

3930/14. Illinois Law Enforcement Commission

§ 14. Illinois Law Enforcement Commission. Effective April 1, 1983:

(a) The position of Executive Director of the Illinois Law Enforcement Commission is

abolished;

(b) The Illinois Law Enforcement Commission is abolished, and the terms and appointments of its members and Chairman are terminated; and

(c) “An Act creating an Illinois Law Enforcement Commission and defining its powers and duties”, approved September 20, 1977, as now or hereafter amended, [FN1] is repealed.

Authority's Administrative Code

TITLE 2: GOVERNMENTAL ORGANIZATION

SUBTITLE E: MISCELLANEOUS STATE AGENCIES

CHAPTER XI: ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY

PART 1750 PUBLIC INFORMATION, RULEMAKING AND ORGANIZATION

SUBPART A: PUBLIC INFORMATION

Section

1750.100 Applicability

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Section

1750.310 Preamble

1750.320 Officers

1750.330 Meetings

1750.340 Committees

1750.350 Authority Staff

1750.360 Amendment of Organizational Rules

1750.370 Unspecified Matters

1750.380 Effective Date

AUTHORITY: Implementing and authorized by Executive Order 82-2 and the Illinois Criminal Justice Information Act [20 ILCS 3930].

SOURCE: Organizational rules adopted at 7 Ill. Reg. 8239, effective July 5, 1983; Public Information and Rulemaking rules adopted and codified at 8 Ill. Reg. 2457, effective February 9, 1984; organizational rules repealed by Operation of Law October 1, 1984; amended at 9 Ill. Reg. 17358, effective October 28, 1985; amended at 17 Ill. Reg. 21377, effective December 3, 1993; amended at 24 Ill. Reg. 5650, effective March 20, 2000; amended at 26 Ill. Reg. 4182, effective March 7, 2002.

SUBPART A: PUBLIC INFORMATION

Section 1750.100 Applicability

This Section applies to any interested persons seeking or submitting information regarding subjects, programs and activities of the Illinois Criminal Justice Information Authority (hereinafter called "the Authority").

Section 1750.110 Public Requests

- a) Any interested person should submit a request for information in writing. The request should include a complete description of the information requested and the reason for the request. Requests should be directed to:

Executive Director
Illinois Criminal Justice Information Authority
120 South Riverside Plaza
Chicago, Illinois 60606
- b) The Authority shall respond to such requests within seven (7) working days of receipt, whenever possible.
- c) When the request for information calls for information which is confidential or is limited or prohibited by law, the requester shall be so notified in writing.

Section 1750.120 Public Submissions

Any interested person may submit comments and recommendations regarding subject, programs and activities of the Authority in writing to:

Executive Director
Illinois Criminal Justice Information Authority
120 South Riverside Plaza
Chicago, Illinois 60606

SUBPART B: RULEMAKING

Section 1750.200 Procedure

- a) Rules may be proposed by any member of the Illinois Criminal Justice Information Authority (hereinafter called "the Authority"), or the Executive Director. However, rules shall be issued only by the Authority.
- b) Any interested person may petition the Executive Director of the Authority to make, amend or repeal a rule. The Executive Director shall refer all petitions with staff review and recommendations to the Legislation and Regulations Committee of the Authority which shall decide whether or not to recommend for further action.
 - 1) The petition shall be addressed to:

Executive Director
Illinois Criminal Justice Information Authority
120 S. Riverside Plaza
Chicago, Illinois 60606
 - 2) The petition shall contain a clear statement of reasons for the proposed rule, amendment or repeal and the exact language of the suggested new rule or amendment.
- c) All rules promulgated by the Authority shall be in accordance with the procedures for issuing proposed rules and for their ultimate adoption in accordance with the Administrative Procedure Act [5 ILCS 100].
- d) Rules adopted by the Authority shall be available for public inspection during normal working hours at 120 South Riverside Plaza, Chicago, Illinois.

(Source: Amended at 24 Ill. Reg. 5650, effective March 20, 2000)

Section 1750.210 Public Hearings

- a) The Chair or a committee chair may convene public hearings on proposed rulemaking whenever the interest of the State would be best served by such proceedings in order to establish a record of public comment.
- b) Formal notice of a public hearing shall be given upon at least ten (10) business days notice in accordance with the Illinois Open Meetings Act [5 ILCS 120]. The notice shall include the date, time and place of the proceedings.

- c) Minutes of public hearings shall be recorded and shall be available for public inspection.

(Source: Amended at 24 Ill. Reg. 5650, effective March 20, 2000)

SUBPART C: ORGANIZATION

Section 1750.310 Preamble

The Illinois Criminal Justice Information Authority (hereinafter called the "Authority") shall have the duties and responsibilities set forth in Governor James R. Thompson's Executive Order Number 82-2, dated April 1, 1982 and the Illinois Criminal Justice Information Act [20 ILCS 3930].

(Source: Amended at 24 Ill. Reg. 5650, effective March 20, 2000)

Section 1750.320 Officers

- a) Chair – The Chair shall be an Authority member designated by and serving at the pleasure of the Governor.
- b) Vice Chair – The Vice Chair shall be an Authority member designated by and serving at the pleasure of the Chair. Upon disability or unavailability of the Chair, the Vice Chair shall function as the Chair until the Chair again becomes able or available or until the Governor appoints a new Chair.
- c) Secretary – The Chair shall appoint the Secretary, who shall serve at his or her pleasure. The Secretary need not be an Authority member, but if he or she is not an Authority member, he or she may not exercise the powers and functions of Authority members. The Secretary shall draft and forward the minutes of each meeting to Authority members prior to the next Authority meeting, at which time they shall be submitted to the Authority for approval. Copies of approved minutes shall be promptly posted on the Authority's website and sent to the Governor's office and anyone who requests them. The Secretary shall also provide for the public notice of regular, rescheduled and special Authority meetings as required by the Illinois Open Meetings Act [5 ILCS 120], and perform such other tasks as the Chair designates.

(Source: Amended at 24 Ill. Reg. 5650, effective March 20, 2000)

Section 1750.330 Meetings

- a) Regular Meetings – Regular meetings of the Authority shall be held at least four (4) times per year at the offices of the Authority or at some location to be determined by the Chair when room is unavailable at the offices of the Authority or when necessary parties will be unable to attend unless the meeting is held elsewhere. Meetings and notice for meetings shall be in conformance with the Illinois Open Meetings Act.
- b) Special Meetings – Special meetings of the Authority shall be called in conformance with the Illinois Open Meetings Act either by the Chair or by a request signed by at least five of the Authority members. Only matters contained in the agenda shall be voted on at any special meeting. In the event the need for a special meeting no longer exists or the Chair has notice that a quorum will not be reached, the Chair may cancel a special meeting provided that a meeting called at the request of Authority members may be cancelled only with their consent.
- c) Quorum – A quorum shall constitute a majority of the Authority members then holding office who are present at the initial roll call at the commencement of any regular or special meeting. If a quorum is not present at the scheduled time of the meeting, the Chair may continue a roll call for a reasonable time after which, if a quorum is still not present, the meeting shall be adjourned.
- d) Passage of Motions – After a quorum is announced a majority of those voting on a motion shall be sufficient to pass and make it the official act of the Authority. After a quorum is announced, Authority business may continue to be transacted by the members remaining, provided, however, that no vote may be taken unless at least one third of the members then holding office are still present at the time of the vote.
- e) Voting Procedures – The Chair shall have the right to call for a vote by voice vote or by leave to adopt a previous roll call vote, in all cases unless there is an objection by one member, in which case a roll call vote shall be taken. The minutes shall reflect the results of each roll call.
- f) Participation in Meetings
 - 1) Proxies – Proxies to vote shall not be permitted. An Authority member must be present to record his or her vote and to present a motion or motions.
 - 2) Written Communication – When unable to attend, Authority members may present signed and dated written communications which shall be distributed or read to Authority members by the Chair. Such written

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communication shall not be considered proxies, votes or motions. However, a motion or motions may be made by other members concerning the contents of such written communication.

- 3) Discussion – Discussion and participation in meetings shall be subject to Robert's Rules of Order. Non-Authority members may not address the Authority or otherwise participate in its meetings in any manner without the consent of the Chair. However, if there is an objection by an Authority member to such address there shall be a vote of the Authority upon the matter. The Executive Director and other members of the staff shall have the right to address the Authority and participate in discussion.
- 4) Disruption – Anyone disrupting or otherwise interfering with the conduct of a meeting shall be removed from the place of meeting by order of the Chair.
- g) Agenda – The Chair shall prescribe the agenda for all Authority meetings. Any Authority member may have an item placed on the agenda by notifying the Chair in writing in advance of the mailing of the agenda. Such notification also should include a copy of any written materials that the Authority member wishes distributed to the Authority members. In every agenda, except at special meetings, there shall be a category entitled "New Business" for the initiation of matters not included in the agenda for that meeting. However, new business matters that would adversely affect the rights of any party(ies) may not be finally acted on unless the party(ies) affected has been given prior written notice thereof.
- h) Notice – An agenda, together with a notice of the time and place of all regular meetings shall be mailed to Authority members at least ten (10) business days prior to the meeting date. The Chair may postpone or reschedule any regular or special meeting upon at least 24 hours notice--by telephone, mail or equivalent--prior to the scheduled meeting. Notice of the rescheduled meeting date shall be provided at least 48 hours in advance. However, no rescheduled regular or special meeting which is to include public hearings or regulatory or rulemaking proceedings shall be rescheduled without notice being mailed at least ten (10) business days prior to the rescheduled meeting date.
- i) Expenses – Authority members shall be entitled to reimbursement for reasonable expenses incurred in connection with their duties.

(Source: Amended at 24 Ill. Reg. 5650, effective March 20, 2000)

Section 1750.340 Committees

- a) Committee Structure – The Authority shall have both ad hoc and standing committees.
- b) Membership – The Chair shall appoint all committee chairs and vice chairs. Except for the Appeals Committee, standing committees shall consist of at least seven members of the Authority appointed by the Chair. Ad Hoc Committees shall include at least one Authority member, who shall be appointed by the Chair. The Chair may appoint non-Authority members to an Ad Hoc Committee. The members of all committees shall serve at the pleasure of the Chair. The Chair and Vice Chair, ex officio, shall be voting members of all committees.
- c) Meetings – Either the Chair or a committee chair may schedule a committee meeting.
- d) Quorum – No business may be conducted by a committee unless a majority of the number of committee members, including either the committee chair or vice chair, are present. Members may be present via electronic means, including but not limited to, conference calls and video conferencing. After a quorum is announced, no committee vote may be taken unless at least three (3) committee members are present at the time of the vote.
- e) Public Hearings – The Chair or a committee chair may convene public hearings, upon at least ten (10) business days notice, in order to establish a record of public comment on proposed rules, regulations or legislation. The presence of a majority of the number of committee members shall not be required in order to conduct public hearings.
- f) Participation – With the consent of a committee chair, representatives of any Authority member, specifically designated to the Chair of the Authority, may participate in any committee meeting for discussion purposes. Members of the Authority who are not committee members shall have the right to participate in committee meetings and shall have the right to vote. The Chair of the Authority may designate any Authority member to become an ad hoc voting member of a committee when necessary to ensure a quorum.
- g) Designees – The ex officio members of the Authority may appoint a deputy director, assistant director, or similar senior level staff person as the Authority member's designee to serve as a voting member on any standing committee; however, the Chair or Acting Chair of a committee shall be an Authority member. Such designation shall be in writing to the Chair of the Authority who will inform the appropriate committee chairs. For purposes of these rules, the ex officio members of the Authority are: the Attorney General, the director of the

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Illinois Department of Corrections, the director of the Illinois Department of State Police, the director of the Office of the State's Attorneys Appellate Prosecutor, the executive director of the Illinois Law Enforcement Training Standards Board, the director of the Office of the State Appellate Defender, the Sheriff of Cook County, the clerk of the circuit court of Cook County, the State's Attorney of Cook County, and the superintendent of the Chicago Police Department..

- h) Notice – A committee meeting shall be scheduled upon at least 48 hours notice – by telephone, mail or equivalent – to the committee members. However, notice for any committee meeting involving public hearings or regulatory or rulemaking proceedings must be mailed at least ten (10) business days prior to the meeting date.
- i) Oversight of Committees – In order to provide for oversight by the Authority of actions taken by any committee, whether ad hoc or standing, Authority members shall be notified – by phone, mail or equivalent – of all motions passed by a particular committee, within five (5) business days of any committee meeting, or prior to the next meeting of that committee, or before the next meeting of the Authority, whichever is sooner. Within ten (10) business days of receipt of such information, a special meeting of the Authority may be convened upon the request of five (5) Authority members, for the purpose of fully discussing any action taken by a committee and to supersede the authorization granted to the committee to act on the Authority's behalf in any particular matter.
- j) Minutes and Reports – Minutes of all committee meetings shall be kept. Copies of minutes shall be furnished to all members of the Authority within 42 days following each committee meeting. Minutes and reports shall be the responsibility of the committee secretary. A committee chair may designate anyone to serve as committee secretary.
- k) Rules – Committees shall be governed by these Organizational Rules.
- l) Ad Hoc Committees – The Chair may create Ad Hoc Committees. Ad Hoc Committees shall exercise those powers as are delegated to them by the Chair, these Organizational Rules, and as are appropriate to their mission and responsible. Ad Hoc Committee reports and recommendations shall be submitted to the Chair and shall be advisory only.
- m) Standing Committees – The Authority shall establish the following standing committees with the powers and duties stated.
 - 1) Budget Committee – The Budget Committee shall:

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- A) review the budget of the Authority and oversee the Criminal Justice Information Systems Fund;
 - B) receive fiscal reports about the funds made available to further the purposes of the Illinois Criminal Justice Information Act;
 - C) oversee the grant award procedures of the Authority; and
 - D) present testimony and advocate the Authority's budget request before the Governor and General Assembly.
- 2) Information Systems Committee – The Information Systems Committee shall:
- A) review and monitor the development and operation of comprehensive criminal justice information systems in Illinois; and
 - B) oversee the annual and periodic audits of the state central repositories as provided in the Illinois Criminal Justice Information Act.
 - C) evaluate programs and make recommendations regarding the proper reporting of automated dispositions to the Department of State Police by state's attorneys and clerks of the circuit courts.
- 3) Legislation and Regulations Committee – The Legislation and Regulations Committee shall:
- A) review legislation and regulations proposed by Authority staff and other agencies which have systemic impact on criminal justice information;
 - B) provide testimony and make recommendations to the Governor and General Assembly regarding proposed legislation and regulations, as provided in the Illinois Criminal Justice Information Act;
 - C) study and recommend regulations to ensure the privacy and security of criminal history record information as required by the Illinois Criminal Justice Information Act; and
 - D) provide testimony and act as an advocate before the Joint Committee on Administrative Rules in favor of those privacy and security and other rules and regulations proposed by the Authority as required by the Illinois Criminal Justice Information Act.

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- 4) Planning and Research Committee – The Planning and Research Committee shall:
 - A) review the research projects, proposals and programs of the Authority;
 - B) plan, evaluate and correlate State and local programs as provided in the Illinois Criminal Justice Information Act; and
 - C) oversee the establishment and operation of an institutional review board to ensure the protection of human research subjects.
- 5) Appeals Committee – The Appeals Committee shall hear all administrative appeals by individuals challenging the accuracy and completeness of criminal history record information. The Appeals Committee shall consist of three of the Authority's five members of the general public. The Chair of the Authority shall appoint the chair and members of the Appeals Committee. If one or more of the members of the Appeals Committee are unavailable to hear an appeal, then the Chair of the Authority, or in his or her absence the Vice Chair, shall appoint replacement(s) for the unavailable member(s) for the limited purpose of hearing the appeal in question.
- n) With the advice and consent of the chair of any standing committee, the Chair of the Authority may create Advisory Committees to a standing committee. The Chair may appoint non-Authority members to an Advisory Committee. The members of an Advisory Committee shall serve at the pleasure of the Chair. Advisory Committees shall exercise those powers as are delegated by the committee chair, these organizational rules and as are appropriate to their mission and responsibilities. Advisory Committee reports and recommendations shall be submitted to the committee chair and shall be advisory only.

(Source: Amended at 26 Ill. Reg. 4182, effective March 7, 2002)

Section 1750.350 Authority Staff

- a) Executive Director – The Executive Director shall be appointed by and shall serve at the pleasure of the Governor. The Executive Director shall function as the chief executive officer of the Authority and in that capacity is authorized to bind the Authority in contractual and other matters affecting the general operations and responsibilities of the Authority, as provided in the Illinois Criminal Justice Information Act. The Executive Director shall devote his or her full time to assisting the Authority in performance of its duties and in fulfilling its responsibilities. The Executive Director shall regularly review and from time to

time recommend to the Authority appropriate amounts for the establishment of user's fees to be collected from local criminal justice agencies, as provided in the Illinois Criminal Justice Information Act. He or she may also exercise such additional powers as may be delegated to him or her from time to time by the full Authority or its committees.

- b) Authority Staff – The Authority Staff shall consist of such administrative, professional, clerical, and other personnel as deemed required by the Executive Director to assist the Authority in performing its duties and fulfilling its responsibilities. The Authority staff shall be organized by the Executive Director as he or she may deem appropriate. Staff members shall be employed by the Executive Director in accordance with the Personnel Code [20 ILCS 415], and will perform duties as requested or directed by him or her.

(Source: Amended at 24 Ill. Reg. 5650, effective March 20, 2000)

Section 1750.360 Amendment of Organizational Rules

These Organizational Rules may be amended at any regular or special meeting by a majority of the members present, provided that the proposed amendment shall have been distributed at least ten (10) business days prior to such meeting.

(Source: Added at 9 Ill. Reg. 17358, effective October 28, 1985)

Section 1750.370 Unspecified Matters

All matters not specified by these Organizational Rules shall be governed by Executive Order Number (82-2), dated April 1, 1982, the Illinois Criminal Justice Information Act [20 ILCS 3930], the Open Meetings Act [5 ILCS 120], the Illinois Administrative Procedure [5 ILCS 100], and the latest edition of Robert's Rules of Order whenever applicable.

(Source: Amended at 24 Ill. Reg. 5650, effective March 20, 2000)

Section 1750.380 Effective Date

The Organizational Rules take effect upon their approval by a majority vote of those Authority members present, and the filing of a copy thereof with the Office of the Secretary of State, and the fulfilling of any other statutory requirements, in accordance with law.

(Source: Added at 9 Ill. Reg. 17358, effective October 28, 1985)

**TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT
CHAPTER III: ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
PART 1500 THE UNIFORM CONSIDERATION OF ANNUAL AND PERIODIC
AUDITS OF THE STATE CENTRAL REPOSITORIES FOR CRIMINAL HISTORY
RECORD INFORMATION**

**SUBPART A: THE UNIFORM CONSIDERATION OF ANNUAL AND PERIODIC
AUDITS OF THE STATE CENTRAL REPOSITORIES FOR CRIMINAL HISTORY
RECORD INFORMATION**

Section

- 1500.100 Purpose
- 1500.200 Audit Conduct
- 1500.300 Responsibilities of the State Central Repositories
- 1500.400 Sampling Procedures
- 1500.500 Audit Findings and Reports

SUBPART B: THE UNIFORM CONSIDERATION OF ADMINISTRATIVE APPEALS

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**SUBPART C: OPERATING PROCEDURES FOR THE ADMINISTRATION OF
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- 1570.10 Purpose and Authorization
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- 1570.40 Cost Criteria for the Fee to be Charged
- 1570.50 Fee Determination
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SUBPART F: PROTECTION OF HUMAN SUBJECTS IN RESEARCH CONDUCTED BY THE AUTHORITY

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- 1580.10 Purpose and Applicability
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- 1580.30 Institutional Review Board Composition
- 1580.50 Expedited Review
- 1580.40 Institutional Review Board Procedures
- 1580.60 Additional Review Requirements
- 1580.70 Reporting Requirements
- 1580.80 Requirements for Submitting Research Proposals

AUTHORITY: Implementing and authorized by Executive Order 82-2 and the Illinois Criminal Justice Information Act (20 ILCS 3930).

SOURCE: The Uniform Consideration of Annual and Periodic Audits of the State Central Repositories for Criminal History Record Information adopted at 8 Ill. Reg. 4903, effective April 2, 1984; Operating Procedures for the Administrative of Federal Funds Emergency rules adopted at 9 Ill. Reg. 15548, effective September 30, 1985; new rules adopted at 10 Ill. Reg. 10546,

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effective June 3, 1986; emergency amendments at 11 Ill. Reg. 9626, effective April 29, 1987, for a maximum of 150 days; emergency expired September 26, 1987; amended at 12 Ill. Reg. 8649, effective May 9, 1988; emergency amendments at 13 Ill. Reg. 1605, effective January 24, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 5926, effective April 17, 1989; emergency amendments at 20 Ill. Reg. 3335, effective February 2, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 8316, effective June 7, 1996; emergency amendments at 21 Ill. Reg. 651, effective December 26, 1996, for a maximum of 150 days; amended at 21 Ill. Reg. 8909, effective June 27, 1997; Operating Procedures for the Administration of Non-Federal Grant Funds adopted at 15 Ill. Reg. 7034, effective April 25, 1991; emergency amendment at 24 Ill. Reg. 1282, effective January 7, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 8243, effective May 30, 2000; Fees for Processing Requests for Conviction Information adopted at 18 Ill. Reg. 4679, effective March 14, 1994; emergency amendment at 22 Ill. Reg. 975, effective December 17, 1997, for a maximum of 150 days; amended at 22 Ill. Reg. 9557, effective May 26, 1998; amended at 29 Ill. Reg. 6907, effective May 1, 2005; Protection of Human Subjects in Research Conducted by Authority adopted at 25 Ill. Reg. 12420, effective September 17, 2001.

Section 1500.100 Purpose

As the official body in the State of Illinois designated to conduct annual and periodic audits of the procedures, policies, and practices of the state central repositories for criminal history record information, the Illinois Criminal Justice Information Authority (hereinafter called the Authority) shall be responsible for monitoring and evaluating the performance of the repositories with respect to the accuracy and completeness of criminal history record information and for the detection and correction of audit exceptions. The Authority shall conduct the annual and periodic audits for the purposes of ensuring:

- a) continuing public review and discussion of the procedures, practices, and policies of the repositories' maintenance of criminal history record information;
- b) adherence to federal and state laws governing criminal history record information (See e.g., 28 CFR 20 et seq., as amended December 6, 1977; Ill. Rev. Stat. 1982 Supp., ch. 38 pars. 210-1 et seq., as amended; Public Act 83-1013, certified December 27, 1983);
- c) retention of documentation tracing the creation, copying, and dissemination of criminal history record information;
- d) compliance by the repositories with their internal procedures, policies, and practices; and
- e) availability of information regarding the accuracy, completeness and integrity of the criminal history record information maintained throughout the State.

Section 1500.200 Audit Conduct

- a) The Authority shall audit the state central repositories at least once each year. The Executive Director shall designate those members of the Authority staff authorized to conduct the audits of the state central repositories on behalf of the Authority (based upon costs and available resources). The Executive Director shall also authorize other state employees or private or government consultants to conduct audits when such assistance is required to improve the efficiency of the audit.
- b) All persons authorized by the Executive Director to conduct audits on behalf of the Authority shall be subject to personnel clearances as required by federal regulations (28 CFR 20, as amended December 6, 1977) and shall have an obligation to be familiar with the substance and intent of all federal and state laws regarding the privacy and security of criminal history record information.

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- c) The audits shall be conducted on the premises of the state central repositories when necessary for the Authority to review original record documents or to improve the quality of the audit. In addition, the Authority shall direct the repositories to provide whatever information is required to complete the audit.
- d) The Authority shall audit a representative sample of records maintained by the state central repositories for compliance with established procedures. At a minimum, the Authority shall audit:
 - 1) accuracy and completeness of records;
 - 2) dissemination procedures for consistency with state and federal laws;
 - 3) correction procedures for records found to contain errors;
 - 4) delinquent disposition monitoring, internal audit, security, access and review procedures.
- e) The audit procedures stated herein shall apply to both manual and automated criminal history record information.

Section 1500.300 Responsibilities of the State Central Repositories

- a) As required by law, the state central repositories shall audit, correct and update criminal history record information maintained by them. This responsibility shall be fulfilled by conducting systematic audits for accuracy and completeness by automatically logging data entries, primary and secondary disseminations and by automatically monitoring for delinquent dispositions.
- b) The state central repositories shall audit local criminal justice agencies reporting to them or obtaining criminal history record information from them. This responsibility shall be fulfilled by conducting random audits for compliance with state and federal requirements regarding criminal history record information, including, but not limited to, auditing for disposition reporting, dissemination, security, access and review of such information.
- c) In conducting the audits of local criminal justice agencies described above, the state central repositories shall document each individual record, practice, policy or procedure audited by recording whether or not any audit exception was found, if so, stating what the exception was, the nature of the response needed to correct the exception, and the date the correction was actually made. This documentation shall be retained by the state central repositories for one year after the Authority issues an audit report.

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- d) The state central repositories shall notify the local criminal justice agency, in writing, of all errors and exceptions found and establish a reasonable time period in which the local criminal justice agency can respond and correct the errors or exceptions, but not more than thirty days. At the expiration of the time period established, the state central repositories shall monitor the local agency to determine whether the errors or exceptions have, in fact, been corrected.

Section 1500.400 Sampling Procedures

- a) The state central repositories shall audit a statistically significant random sample of the records they maintain for accuracy and completeness by comparing them with the source documents. Such audits shall be conducted at least once a year, documented as described in Section 1500.300(c) above, and retained for at least one year for audit by the Authority.
- b) The state central repositories shall audit a representative sample of local criminal justice agencies chosen on a random basis for compliance with state and federal laws. Such audits shall be conducted on a continuous basis, documented as described in Section 1500.300(c) above, and retained for at least one year for audit by the Authority. A "representative sample" as used in this subsection means a statistically significant number of criminal justice agencies varying by type, geographic location and size (expressed by population served) so as to fairly depict a cross-section of the criminal justice agencies found in the state.

Section 1500.500 Audit Findings and Reports

- a) The Authority shall issue a report of its audit findings to the Governor, the General Assembly, the state central repositories, and the public.
- b) The report shall include a precise statement of the scope of the audit, a statement of the findings resulting from the audit, a statement of the prospective significance of the findings, recommendations to the state central repositories with respect to their procedures, practices, and policies, and a statement of explanation or rebuttal which may have been submitted by the audited agency.
- c) In conducting subsequent audits the Authority shall specifically monitor the state central repositories for correction of audit exceptions noted in the previous audit and include its findings in the audit report.

**TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT
CHAPTER III: ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
PART 1510 THE UNIFORM CONSIDERATION OF ADMINISTRATIVE APPEALS
SECTION 1510.100 PURPOSE**

SUBPART B: PURPOSE

Section 1510.100 Purpose

The Illinois Criminal Justice Information Authority (hereinafter called the "Authority") is the sole administrative appeal body in the State of Illinois to conduct hearings and make final determinations concerning individual challenges to the completeness and accuracy of criminal history record information (Illinois Criminal Justice Information Act, Ill. Rev. Stat. 1982 Supp., ch. 38, par. 210-7(h)) and is authorized to promulgate such rules, regulations, and procedures as are necessary to the operation of the Authority and to the uniform consideration of appeals (Ill. Rev. Stat. 1982 Supp., ch. 38, par. 210-7(o)). The purpose of public administrative appeal hearings shall be to air the pertinent evidence in cases concerning individual access and review of criminal history record information, while affording due process to all parties. All parties shall have the right to appear with counsel, to be present and to participate. The right to participate shall include the rights to call, examine and cross-examine witnesses, and to introduce evidence into the record. Unless specified otherwise herein, all public administrative appeal hearings of the Authority shall be governed by the Illinois Administrative Procedure Act (Ill. Rev. Stat. 1981, ch. 127, pars. 1001 et seq.) as in effect as of the date of filing of this rule.

Section 1510.200 Definitions

- a) Appeals Committee – The term "Appeals Committee" means the standing committee of the Authority consisting of the Authority's three members of the general public.
- b) Committee Chairman – The term "committee chairman" means the chairman of the Appeals Committee of the Authority who is appointed by the Chairman of the Authority.

Section 1510.300 Request for Administrative Appeal

- a) An individual shall file with the Authority a request for administrative appeal within 56 days of receipt of written notification that an administrative review has been completed by the reviewing agency of the state central repository. Such request shall be submitted to the Authority on an "Administrative Appeal Complaint Form," or, if such form is unavailable, a written request for administrative appeal may be substituted.

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- b) An Administrative Appeal Complaint Form shall contain the reviewing agency's name and the National Crime Information Center (NCIC) number, the State identification number, the individual's full name, address and telephone number, date of birth, notices and instructions, the reviewing officer's name and identification number, the individual's signature, the date filed, space for narrative explaining the specific item or items challenged as being incomplete or inaccurate, the exact correction(s) the individual would have the Authority make, and a space where the individual may request an oral hearing. The form shall also contain a space for a narrative to allow explanation of the reason for the appeal.
- c) Upon receipt of a request for an administrative appeal, the Appeals Committee shall request that the state central repository or reviewing criminal justice agency forward within seven (7) days all documentation and information used by the reviewing agency to reach its decision.

Section 1510.300 Request for Administrative Appeal

- a) An individual shall file with the Authority a request for administrative appeal within 56 days of receipt of written notification that an administrative review has been completed by the reviewing agency of the state central repository. Such request shall be submitted to the Authority on an "Administrative Appeal Complaint Form," or, if such form is unavailable, a written request for administrative appeal may be substituted.
- b) An Administrative Appeal Complaint Form shall contain the reviewing agency's name and the National Crime Information Center (NCIC) number, the State identification number, the individual's full name, address and telephone number, date of birth, notices and instructions, the reviewing officer's name and identification number, the individual's signature, the date filed, space for narrative explaining the specific item or items challenged as being incomplete or inaccurate, the exact correction(s) the individual would have the Authority make, and a space where the individual may request an oral hearing. The form shall also contain a space for a narrative to allow explanation of the reason for the appeal.
- c) Upon receipt of a request for an administrative appeal, the Appeals Committee shall request that the state central repository or reviewing criminal justice agency forward within seven (7) days all documentation and information used by the reviewing agency to reach its decision.

Section 1510.400 Administrative Appeal Hearings

- a) The Appeals Committee of the Authority shall conduct administrative appeal hearings on behalf of the Authority.

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- b) All hearings shall be open to the public. However, hearings, or parts of hearings, may be closed to the public upon request of the individual and at the discretion of the Appeals Committee, to the extent necessary to protect the privacy of individuals or to ensure the security of criminal history record information, pursuant to federal or state law or regulations. See Omnibus Crime Control and Safe Streets Act of 1968, as amended, (42 U.S.C. 3701 et seq.), Federal Privacy and Security Regulations (28 CFR 20, as amended December 6, 1977), Illinois Open Meetings Act (Ill. Rev. Stat. 1981, ch. 102, pars. 41 et seq.) and Illinois Administrative Procedure Act (Ill. Rev. Stat. 1981, ch. 127, pars. 1010-1015), as in effect as of the date of filing (adopting) of this rule.
- c) Within 28 days of receipt of a request for administrative appeal, the committee chairman shall set a date for the hearing and shall notify the individual of the time, date, and place of the hearing by mail at least seven (7) days prior to the hearing.
- d) A hearing must be conducted within 49 days of receipt of a request for administrative appeal, unless the time period is waived by the individual.
- e) The hearing shall be conducted at the offices of the Authority unless the committee chairman determines that the hearing should be in some other location based on the following factors: residence of the individual, location of the reviewing criminal justice agency, or the location of necessary witnesses. Every effort shall be made to hold the hearing in a place convenient to all parties involved.
- f) At a hearing, the individual may appear with counsel, may present evidence, and may cross-examine witnesses.
- g) All testimony at the hearing shall be under oath or affirmation.
- h) An accurate record, which may be taken by tape recording, stenographer or any other means which will result in a verbatim record, shall be kept of the proceedings of any hearing at no expense to the parties. The record need not be transcribed or printed unless the Appeals Committee receives notice of an appeal of its decision and a request for such transcript is made. Upon written request to the Authority, a party shall be entitled to be furnished the use of a stenographer and/or a transcript of the record for a fee in accordance with the State Records Act (Ill. Rev. Stat. 1981, ch. 116, pars. 43.4 et seq.) as in effect as of the date of the filing of this rule, or if the State Records Act is not applicable, a fee equal to the cost to the Authority for fulfilling the request. Such fee shall not exceed the actual cost of stenographic charges or the actual cost for reproduction of the transcript.

Section 1510.500 Evidence

The Authority shall exclude irrelevant, immaterial or unduly repetitious evidence. All documents and other evidence offered or taken for the record shall be open to examination by the parties. An opportunity shall be given to refute facts and arguments advanced on either side of the issues either by written or oral statements.

Section 1510.600 Findings and Orders

- a) The Appeals Committee shall issue findings and orders on behalf of the Authority.
- b) Unless waived by the individual, the Appeals Committee shall issue written findings of fact and conclusions within 28 days from the date the administrative appeal is heard. The Appeals Committee shall send written notice of the findings of fact, reasons therefor, and the conclusions to the Authority, the individual, the reviewing agency and the state central repository. After fifteen (15) business days, such action shall constitute the final decision of the Authority.
- c) If the criminal history record information in question is found to be incomplete, inaccurate, or not maintained in accordance with the standards of the agency which regularly maintains the records, the Appeals Committee shall request the Authority to order the information to be purged, sealed, modified, or supplemented by explanatory notation, as appropriate. Such order shall be executed by the reviewing agency and state central repository within 24 hours of receipt of the order. The reviewing agency or the state central repository shall disseminate the corrected information to all agencies which have received this information.

Section 1510.700 Failure to Provide Information

The failure of any individual or agency to supply the Appeals Committee with requested information or to testify upon request of the Appeals Committee shall be grounds for reaching conclusions against the interest of the disobedient individual or agency.

**SUBPART C: OPERATING PROCEDURES FOR THE ADMINISTRATION OF
FEDERAL FUNDS**

Section

1520.10 Purpose and Authorization

1520.31 Definitions

1520.41 Application and Receipt of Justice Assistance Act of 1984 Funds (Repealed)

1520.49 Application and Receipt of Victims of Crime Act of 1984 Funds

1520.45 Application and Receipt of State and Local Law Enforcement Assistance Act of 1986 Funds (Repealed)

1520.50 Application and Receipt of Anti-Drug Abuse Act of 1988 Funds

1520.51 Application and Receipt of Violence Against Women Act of 1994 Funds

1520.52 Application and Receipt of other Federal Program Funds

1520.51 Administration of Federal Funds

1520.60 Appeals

AUTHORITY: Implementing and authorized by the Illinois Criminal Justice Information Act [20 ILCS 3930].

SOURCE: Emergency rules adopted at 9 Ill. Reg. 15548, effective September 30, 1985; new rules adopted at 10 Ill. Reg. 10546, effective June 3, 1986; emergency amendments at 11 Ill. Reg. 9626, effective April 29, 1987, for a maximum of 150 days; emergency expired September 26, 1987; amended at 12 Ill. Reg. 8649, effective May 9, 1988; emergency amendments at 13 Ill. Reg. 1605, effective January 24, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 5926, effective April 17, 1989; emergency amendments at 20 Ill. Reg. 3335, effective February 2, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 8316, effective June 7, 1996; emergency amendments at 21 Ill. Reg. 651, effective December 26, 1996, for a maximum of 150 days; amended at 21 Ill. Reg. 8909, effective June 27, 1997.

Section 1520.10 Purpose and Authorization

- a) The Illinois Criminal Justice Information Authority (Authority) establishes this Part to exercise its responsibility *to apply for, receive, establish priorities for, allocate, disburse and spend grant funds that are made available by...the United States pursuant to the federal Crime Control Act of 1973 (P.L. 93-83), as amended, and similar federal legislation, and to enter into agreements with the United States Government to further the purposes of the Act, or as may be required as a condition of obtaining federal funds,....* [20 ILCS 3930/7(k)]
- b) Pursuant to the Organizational rules of the Illinois Criminal Justice Information Authority (2 Ill. Adm. Code 1750.340), the Budget Committee has the duty to oversee the grant award procedures of the Authority. This duty includes responsibility for establishing grant award procedures, submission of the

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Applications for funds and oversight of the grant award procedures for Victims of Crime Act of 1984 (P.L. 98-473, effective October 12, 1984), Anti-Drug Abuse Act of 1988 (P.L. 100-690, effective November 18, 1988), Violence Against Women Act of 1994 (P.L. 103-322, effective September 13, 1994), and other federal program funds that the Authority is designated to administer.

(Source: Amended at 21 Ill. Reg. 8909, effective June 27, 1997)

Section 1520.20 Definitions

Adverse Action – The term "adverse action" means any or all of the following with respect to federal funds administered by the Authority:

The suspension by the Executive Director of the performance of an interagency agreement for more than twenty-eight (28) days aggregated within a twelve month period, exclusion of any period of extension that may be granted under Section 1520.50(c).

The termination of an interagency agreement by the Executive Director.

The denial by the Executive Director of a request for a material revision to an interagency agreement.

Application – The term "Application" means the document submitted by the Authority on behalf of the State of Illinois to apply for funds available from a federal agency.

Budget Committee – The term "Budget Committee" means the Budget Committee of the Authority as empowered by the Organizational Rules of the Illinois Criminal Justice Information Authority (2 Ill. Adm. Code 1750.340).

Executive Director – The term "Executive Director" means the Executive Director of the Authority (Ill. Rev. Stat. 1983, ch. 38, par. 210-6 and 2 Ill. Adm. Code 1750.350.).

Interagency Agreement – The term "interagency agreement" means a contract between the Authority and a unit of state or local government or a not-for-profit organization whereby the Authority provides funds to carry out specified programs, services, or activities.

Implementing Agency – The term "implementing agency" means any party, including the Authority, designated to receive funds administered by the Authority pursuant to these rules.

**Section 1520.30 Application and Receipt of Justice Assistance Act of 1984 Funds
(Repealed)**

(Source: Repealed at 21 Ill. Reg. 8909, effective June 27, 1997)

Section 1520.40 Application and Receipt of Victims of Crime Act of 1984 Funds

- a) The Authority will annually review Section 1404 of the Victims of Crime Act of 1984 (P.L. 98-473, effective October 12, 1984) and based on the requirements of Section 1404(a) and (b), the need for services to victims and the services available to address that need, as evidenced by oral and written comment and testimony received at public meetings conducted pursuant to the Open Meetings Act (Ill. Rev. Stat. 1983, ch. 102, par. 41 et seq.), select program priorities for each federal fiscal year. Such funding priorities shall be selected by the Authority at a public meeting in conformance with the Open Meetings Act and the Authority's rules (2 Ill. Adm. Code 1750.310 et seq.).
- b) For purposes of determining the distribution of federal funds made available to the State of Illinois through the Victims of Crime Act of 1984, the Authority shall give priority to those units of local government and not-for-profit organizations providing assistance to victims of sexual assault, spousal abuse, or child abuse. To that end, based upon the funding priorities selected by the Authority pursuant to subsection (a) above, the Executive Director shall use the following evaluation criteria to identify those units of local government and not-for-profit organizations eligible for the receipt of federal funds:
 - 1) demonstration of either a record of providing effective services to victims of crime and financial support from sources other than the Victims of Crime Fund or substantial financial support from sources other than the Victims of Crime Fund;
 - 2) utilization of volunteers in providing such services;
 - 3) promotion within the community served of coordinated public and private efforts to aid crime victims;
 - 4) assistance of potential recipients in seeking crime victim compensation benefits;
 - 5) an analysis of need as evidenced by demographic and criminal justice data; and
 - 6) current research findings.

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A unit of local government or not-for-profit organization, so identified, shall be contacted by the Executive Director to assess its interest in and ability to qualify for the receipt of federal funds pursuant to the requirements of the Victims of Crime Act of 1984 and, if so interested and so qualified, to prepare a description of programs or services that identifies the problem to be addressed, states goals and objectives, and indicates the means by which the unit of local government or not-for-profit organization proposes to achieve those objectives. A unit of local government or not-for-profit organization not so identified by the Executive Director shall, however, upon written request to the Executive Director, be included among those units of local government or not-for-profit organizations evaluated by the Executive Director pursuant to the criteria described herein.

- c) The Budget Committee shall, at a public meeting, designate programs or services, implementing agencies, and amounts for funding which address one or more of the program priorities specified by the Authority in subsection (a) above, consistent with the Victims of Crime Act of 1984 and the Program Guidelines for Crime Victim Assistance Grants of the Department of Justice, Office of Justice programs (50 FR 43011, et seq., October 23, 1985). The Budget Committee's decision to designate these programs or services, implementing agencies and fund amounts shall be based upon equal consideration of the following factors:
 - 1) the recommendations of the Executive Director made pursuant to subsection (b) above;
 - 2) comments from the public and State and local officials;
 - 3) the availability of funds; and
 - 4) the overall cost of the program or services.
- d) Pursuant to Section 1402(d)(2) of the Victims of Crime Act of 1984 and the Program Guidelines for Crime Victim Assistance Grants, the Application to the Office for Victims of Crime shall include a table of fund allocations and those certifications and assurances listed in Section 1404 of the Victims of Crime Act of 1984.
- e) Upon notification by the Office for Victims of Crime that an Application has been approved, the Executive Director shall enter into interagency agreements with the implementing agencies designated by the Budget Committee pursuant to subsection (c) above, specifying the terms and conditions under which the programs, services, or activities are to be conducted and the federal funds are to be received. If the Authority is the designated implementing agency, then the

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Executive Director shall document such terms and conditions, which, to become effective, must be accepted in writing by the Chairman of the Authority.

Section 1520.45 Application and Receipt of State and Local Law Enforcement Assistance Act of 1986 Funds (Repealed)

(Source: Repealed at 21 Ill. Reg. 8909, effective June 27, 1997)

Section 1520.46 Application and Receipt of Anti-Drug Abuse Act of 1988 Funds

- a) The Authority will annually review Section 501 of the Anti-Drug Abuse Act of 1988 (P.L. 100-690, effective November 18, 1988) and based on the need for services to enforce state and local laws that establish offenses similar to offenses established in the Controlled Substances Act (21 U.S.C. 801 et. seq.) and to improve the functioning of the criminal justice system with emphasis on violent crime and serious offenders, the services available to address that need, and oral and written comment and testimony received at public meetings conducted pursuant to the Open Meetings Act (Ill. Rev. Stat. 1987, ch. 102, par. 41 et seq.), select program funding priorities for each federal fiscal year. Such funding priorities shall be selected by the Authority at a public meeting in conformance with the Open Meetings Act and the Authority's rules (2 Ill. Adm. Code 1750.310 et seq.).
- b) Federal funds made available to the State of Illinois through the Anti-Drug Abuse Act of 1988 shall be distributed to State agencies and units of local government. In distributing funds among urban, rural and suburban units of local government and combinations thereof, the Authority shall give priority to those jurisdictions with the greatest need. Based on the funding priorities selected by the Authority pursuant to subsection (a) above, the Executive Director shall use the following evaluation criteria to identify those State agencies and units of local government eligible for the receipt of federal funds:
 - 1) analysis of need as evidenced by demographic and criminal justice data;
 - 2) comments from the public and state and local officials;
 - 3) information (including but not limited to drug activity information, arrests, prosecutions, drug types, prior experience with grants and current efforts regarding drug enforcement) indicating the likelihood that a State agency or unit of local government will achieve the desired objectives of the Anti-Drug Abuse Act of 1988;

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- 4) drug law enforcement and violent crime information, including arrests, prosecutions, convictions, recidivism, (percentages as well as gross numbers), overdose, information provided to police by citizens, and treatment information such as admissions to programs; and
 - 5) current research findings.
- c) A unit of local government or State agency, so identified pursuant to subsection (b) above, shall be contacted by the Executive Director to assess its interest in and ability to qualify for the receipt of federal funds pursuant to the requirements of the Anti-Drug Abuse Act of 1988 and, if so interested and so qualified, to prepare a description of programs or services that identifies the problem to be addressed, states goals and objectives, and indicates the means by which the unit of local government or State agency proposes to achieve those goals and objectives. In assessing the interest in and ability to qualify for the receipt of the above-mentioned funds, the Executive Director shall consider resolutions from county and municipal boards and written assurance from these boards of their ability to obtain the required matching money.
- d) A unit of local government or state agency not so contacted by the Executive Director pursuant to subsection (c) above shall, however, upon written request to the Executive Director, be included among those units of local government or State Agencies evaluated by the Executive Director pursuant to the criteria established in subsection (b) above. Such written request shall include a description of programs or services that identifies the problem to be addressed, states goals and objectives, and indicates the means by which the unit of local government or State Agency proposes to achieve those goals and objectives. In assessing the interest in and ability to qualify for the receipt of federal funds pursuant to the Anti-Drug Abuse Act of 1988, the Executive Director shall consider resolutions from county and municipal boards and written assurance from these boards of their ability to obtain the required matching money. If the Executive director determines that the unit of local government or State Agency is not so eligible or so qualified, the Executive Director shall notify the unit of local government or State Agency, within 45 days of receipt of the written request, that it will not be recommended for funding and the reasons for such recommendation. The unit of local government or State Agency may submit a written request for reconsideration to the Chairman of the Budget Committee within 28 days from receiving notice from the Executive Director. The written request for reconsideration shall include the reasons for requesting reconsideration by the Budget Committee.
- e) The Budget Committee shall, at a public meeting conducted pursuant to the Open Meetings Act, designate programs or projects, implementing agencies, and

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amounts for funding which address one or more of the program priorities specified by the Authority in subsection (a) above, consistent with the Anti-Drug Abuse Act of 1988. The Budget Committee's decision to designate these programs or services, implementing agencies and fund amounts shall be based upon equal consideration of the following factors:

- 1) the recommendations of the Executive Director made pursuant to subsection (b) above and written requests for reconsideration made pursuant to subsection (d) above;
 - 2) comments from the public and State and local officials;
 - 3) the proven effectiveness of a program, by making a prudent assessment of the problem to be addressed by a proposed program;
 - 4) the likelihood that a program will achieve the desired objectives, by making a prudent assessment of the concepts and implementation plans included in a proposed program and by the results of any evaluations of previous tests, demonstrations or similar programs;
 - 5) the availability of funds; and
 - 6) the overall cost of the program or services.
- f) Pursuant to Section 503 of the Anti-Drug Abuse Act of 1988, the Application to the Bureau of Justice Assistance shall include a statewide strategy for drug and violent crime control programs which improve the functioning of the criminal justice system, with an emphasis on drug trafficking, violent crime and serious offenders, and those certifications and assurances listed in Section 503 of the Anti-Drug Abuse Act of 1988.
- g) Upon notification by the Bureau of Justice Assistance that an Application has been approved, the Executive Director shall enter into interagency agreements with those implementing agencies designated by the Budget Committee pursuant to subsection (e) above, specifying the terms and conditions under which the programs or projects are to be conducted and the federal funds are to be received. If the Authority is the designated implementing agency, then the Executive Director shall document such terms and conditions, which, to become effective, must be accepted in writing by the Chairman of the Authority. The terms and conditions shall include but not be limited to reporting requirements that reflect fiscal expenditures and progress toward program objectives, compliance with applicable laws and regulations, maintenance of financial and program records beyond the expiration of the agreement, the prohibition of subcontracting or

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assignment of agreements without prior written approval of the Authority, audit procedures as described in the federal laws and regulations listed in Section 1520.50(a), and the status of the implementing agency as an independent contractor.

(Source: Added at 13 Ill. Reg. 5926, effective April 17, 1989)

Section 1520.47 Application and Receipt of Violence Against Women Act of 1994 Funds

- a) The Authority will annually review Section 2001 of the Violence Against Women Act of 1994 (P.L. 103-322, effective September 13, 1994) and based on the need to strengthen law enforcement, prosecution and victim services in cases involving violent crimes against women, particularly crimes of sexual assault and domestic violence, the services available to address that need, consultation with nonprofit, nongovernmental victim service programs, and oral and written comment and testimony received at public meetings conducted pursuant to the Open Meetings Act [5 ILCS 120], will select program funding priorities for each federal fiscal year. Such funding priorities shall be selected by the Authority at a public meeting in conformance with the Open Meetings Act and the Authority's rules (2 Ill. Adm. Code 1750.330).
- b) Federal funds made available to the State of Illinois through the Violence Against Women Act of 1994 may be distributed to State agencies, units of local government, and nonprofit, nongovernmental victim services programs. In distributing funds, the Authority will give priority to areas of varying geographic size with the greatest needs, consider the population to be served within a geographic area, assure that the needs of previously underserved populations are identified and addressed, and equitably distribute monies on a geographic basis, including non-urban and rural areas of various geographic sizes. Based on the funding priorities selected by the Authority pursuant to subsection (a) above, the Executive Director shall use the following evaluation criteria to identify those State agencies, units of local government, and nonprofit, nongovernmental victim services programs eligible for the receipt of federal funds:
 - 1) analysis of need as evidenced by public health data, data regarding orders of protection, and demographic and criminal justice data;
 - 2) comments from the public, service providers, and State and local officials;
 - 3) information (including but not limited to prior experience with grants and current efforts regarding cases involving violent crimes against women) indicating the likelihood that a State agency, unit of local government, or

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nonprofit, nongovernmental victim services program will achieve the desired objectives of the Violence Against Women Act of 1994;

- 4) criminal justice and victim service agency surveys, which include information regarding service availability and the numbers of victims actually served, and the incidence of violent crimes against women (percentages as well as gross numbers);
 - 5) current research findings; and
 - 6) consultation with nonprofit, nongovernmental victim service programs.
- c) A State agency, unit of local government, or nonprofit, nongovernmental victim service program, so identified pursuant to subsection (b) above, shall be contacted by the Executive Director to assess its interest in and ability to qualify for the receipt of federal funds pursuant to the requirements of the Violence Against Women Act of 1994 and, if so interested and so qualified, to prepare a description of programs or services that identifies the problem to be addressed, states goals and objectives, and indicates the means by which the State agency, unit of local government, or nonprofit, nongovernmental victim service program proposes to achieve those goals and objectives. In assessing the interest in and ability to qualify for the receipt of the above-mentioned funds, the Executive Director shall consider resolutions from county and municipal boards and written assurance from these boards of their ability to obtain the required matching contribution.
- d) A State agency, unit of local government, or nonprofit, nongovernmental victim service program not so contacted by the Executive Director pursuant to subsection (c), shall, however, upon written request to the Executive Director, be included among those State agencies, units of local government, or nonprofit, nongovernmental victim service programs evaluated by the Executive Director pursuant to the criteria established in subsection (b) above. Such written request shall include a description of programs or services that identifies the problem to be addressed, states goals and objectives, and indicates the means by which the State agency, unit of local government, or nonprofit, nongovernmental victim service program proposes to achieve those goals and objectives. In assessing the interest in and ability to qualify for the receipt of federal funds pursuant to the Violence Against Women Act of 1994, the Executive Director shall consider resolutions from county and municipal boards and written assurance from these boards of their ability to obtain the required matching contribution. If the Executive Director determines that the State agency, unit of local government, or nonprofit, nongovernmental victim service program is not so eligible or so qualified, the Executive Director shall notify the State agency, unit of local government, or nonprofit, nongovernmental victim service program, within 45

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days after receipt of the written request, that it will not be recommended for funding and the reasons for such recommendation. The State agency, unit of local government, or nonprofit, nongovernmental victim service program may submit a written request for reconsideration to the Chairman of the Budget Committee within 28 days from receiving notice from the Executive Director. The written request for reconsideration shall include the reasons for requesting reconsideration by the Budget Committee.

- e) The Budget Committee shall, at a public meeting conducted pursuant to the Open Meetings Act, designate programs or projects, implementing agencies, and amounts for funding, which address one or more of the program priorities specified by the Authority in subsection (a) above, consistent with the Violence Against Women Act of 1994. The Budget Committee's decision to designate these programs or services, implementing agencies and fund amounts shall be based upon equal consideration of the following factors:
 - 1) the recommendations of the Executive Director made pursuant to subsection (b) above and written requests for reconsideration made pursuant to subsection (d) above;
 - 2) comments from the public, service providers and State and local officials;
 - 3) the proven effectiveness of a program, by making a prudent assessment of the problem to be addressed by a proposed program;
 - 4) the likelihood that a program will achieve the desired objectives, by making a prudent assessment of the concepts and implementation plans included in a proposed program and by the results of any evaluations of previous tests, demonstrations or similar programs;
 - 5) the availability of funds;
 - 6) the overall cost of the program or services; and
 - 7) the requirement that a minimum of 25% of the funds received be distributed to each of the following: law enforcement, prosecution, and victim services.
- f) Pursuant to Section 2002 of the Violence Against Women Act of 1994, the Application to the Violence Against Women Grants Office shall include a State implementation plan describing identified goals and how funds will be used to achieve those goals, and those certifications and assurances listed in Section 2002 of the Violence Against Women Act of 1994.

- g) Upon notification by the Violence Against Women Grants Office that an Application has been approved, the Executive Director shall enter into interagency agreements with those implementing agencies designated by the Budget Committee pursuant to subsection (e) above, specifying the terms and conditions under which the programs or projects are to be conducted and the federal funds are to be received. If the Authority is the designated implementing agency, then the Executive Director shall document such terms and conditions, which, to become effective, must be accepted in writing by the Chairman of the Authority. The terms and conditions shall include but not be limited to reporting requirements that reflect fiscal expenditures and progress toward program objectives, compliance with applicable laws and regulations, maintenance of financial and program records beyond the expiration of the agreement, the prohibition of subcontracting or assignment of agreements without prior written approval of the Authority, audit procedures as described in the federal laws and regulations listed in Section 1520.50(a), and the status of the implementing agency as an independent contractor.

(Source: Amended at 21 Ill. Reg. 8909, effective June 27, 1997)

Section 1520.48 Application and Receipt of other Federal Program Funds

- a) If required by the funding source or if federal program purposes would be furthered by doing so, the Authority shall select funding priorities which shall guide the funding process. Funding priorities may identify the types of eligible implementing agencies, federal program purpose areas, specific project types, or costs that shall be given consideration for funding. Funding priorities shall be selected by the Authority at a public meeting in conformance with the Open Meetings Act [5 ILCS 120] and the Authority's rules (2 Ill. Adm. Code 1750.330), and shall be developed according to the following criteria:
- 1) if required by the funding source or if federal program purposes would be furthered by doing so, oral and written comment and testimony received at public meetings conducted in conformance with the Open Meetings Act;
 - 2) comments from State and local officials, not for profit organizations, or other organizations, entities or persons that have experience and expertise in areas that are relevant to federal program purposes;
 - 3) information, current research findings and surveys that are relevant to federal program purposes; and
 - 4) analysis of the needs of eligible implementing agencies, the need to fund projects that cover federal program purposes and the need for items that

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represent allowable costs, as evidenced by relevant demographic, medical, social science, criminal justice and statistical data, and available resources that already address such needs.

- b) The Authority shall review the purposes of federal program funds, other than those subject to Section 1520.40, 1520.46 or 1520.47, and make a determination, at a public meeting in conformance with the Open Meetings Act, as to whether a needs-based or competitive funding process would best meet the overall goals and objectives of the federal program. To make that determination, the Authority shall consider:
 - 1) the requirements of the funding source, including:
 - A) the number, and types, of federal program purpose areas;
 - B) the number, and types, of implementing agencies eligible for funding;
 - C) the number, and types, of costs to which the funds may be applied; and
 - D) other conditions and restrictions imposed by the funding source, and State and federal law;
 - 2) the immediacy of the need to spend the funds, including whether the funds are to be used to serve immediate and vital needs of persons or communities, and whether the length of time during which the funds must be spent is insufficient to allow for a competitive funding process;
 - 3) the services currently available to meet the needs of the federal program; and
 - 4) funding priorities as described in subsection (a) above, if it was necessary for the Authority to select such priorities.
- c) If the Authority chooses to distribute the funds on a competitive basis as provided in subsection (b) above, then the Executive Director of the Authority shall develop a request for proposals (RFP) based on the following criteria:
 - 1) funding priorities as described in subsection (a) above, if it was necessary for the Authority to select such priorities;

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- 2) requirements imposed on the Authority and potential recipient implementing agencies by the funding source, and State and federal law;
 - 3) the nature and complexity of federal program purpose areas;
 - 4) the number and types of implementing agencies eligible to receive funds;
 - 5) an analysis of need, as described in subsection (a)(4) above;
 - 6) information, current research findings and surveys that are relevant to federal program purposes; and
 - 7) demographic, medical, social science, criminal justice and statistical data that is relevant to federal program purposes.
- d) RFPs developed pursuant to the criteria described in subsection (c) above shall include:
- 1) the purposes, goals and objectives of the federal program, and the types of projects that will be considered for funding;
 - 2) requirements that implementing agencies receiving funds must meet, and adhere to, such as eligibility, reporting and fiscal requirements;
 - 3) certifications required by the funding source, and State and federal law, including, but not limited to, the State of Illinois Drug-Free Workplace certification, State and federal debarment certifications, and State bribery and bid-rigging certifications;
 - 4) the criteria by which the Budget Committee or, at the Budget Committee's direction, the Executive Director of the Authority will select proposals for funding; such criteria shall be given an associated weight and shall include:
 - A) the adequacy with which the proposed project reflects the purposes, goals and objectives of the federal program;
 - B) whether the proposer is an eligible implementing agency as defined by federal program requirements;
 - C) the technical merit of the project design, as reflected in the proposal received by the Authority;

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- D) the qualifications of key personnel, as reflected in the descriptions or resumes that the proposer submitted to the Authority, if the nature of the projects that will be considered for funding calls for an assessment of such criteria;
 - E) the sufficiency of the proposal's management plan, which includes an assessment of the methods by which the proposer will administer the project, both fiscally and programmatically, to achieve the goals and objectives of the project;
 - F) the proposer's capability to carry out the goals and objectives of the project in the manner reflected by the proposal received by the Authority;
 - G) the adequacy of the proposed project budget, which includes an assessment of the reasonableness and allowability of the costs that were estimated and included in the budget;
 - H) the proposer's history of administering projects similar to the one proposed and of receiving and managing federal program funds, if applicable; and
 - I) any additional criteria required by the funding source or that would further federal program purposes;
- 5) the deadline by which, and location where, proposals must be received by the Authority;
 - 6) the total amount, and sources, of federal funding available for distribution through the RFP process, and the maximum amount of federal funding that eligible implementing agencies may apply for through the submission of an RFP;
 - 7) any matching contribution requirements that shall be imposed upon implementing agencies that receive federal funds;
 - 8) the anticipated time period of the projects which may be funded;
 - 9) funding priorities as described in subsection (a) above, if it was necessary for the Authority to select such priorities; and
 - 10) any other information required by the funding source or that would further federal program purposes.

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- e) The Budget Committee, or, at the Budget Committee's direction, the Executive Director of the Authority, shall make designations as to specific projects, specific implementing agencies and funding amounts, based on the criteria set forth in the RFP, as described in subsection (d) above; Budget Committee designations shall be made, and Executive Director designations shall be reported, at public meetings conducted in conformance with the Open Meetings Act.
- f) If the Authority chooses to distribute the funds using a needs based process, based on the criteria in subsection (b) above, then the Executive Director of the Authority shall make funding recommendations to the Budget Committee, which may include recommendations as to implementing agencies, projects, and costs that should be covered by federal program funds; the Executive Director's recommendations to the Budget Committee shall be based upon:
 - 1) funding priorities as described in subsection (a) above, if it was necessary for the Authority to select such priorities;
 - 2) analysis of the needs of types of eligible implementing agencies, the need to fund projects that will cover federal program purposes, and the need for items, such as equipment or services, that represent allowable costs, as evidenced by relevant demographic, medical, social science, criminal justice and statistical data, and available resources that already address such needs;
 - 3) requirements imposed by the funding source, and State and federal law, on the Authority and potential recipient implementing agencies;
 - 4) the nature and complexity of federal program purpose areas;
 - 5) the number and types of implementing agencies eligible to receive funds;
 - 6) comments from the public, State and local officials, not for profit organizations, or other organizations, entities or persons that have experience and expertise in areas that are relevant to federal program purposes; and
 - 7) information, current research findings and surveys that are relevant to federal program purposes.
- g) The Budget Committee shall make designations as to specific projects, specific implementing agencies and funding amounts; Budget Committee designations shall be made at public meetings in conformance with the Open Meetings Act and shall be based upon:

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- 1) funding recommendations made by the Executive Director of the Authority according to subsection (f) above;
 - 2) analysis of the needs of eligible implementing agencies, the need to fund projects that will cover federal program purposes, and the need for items, such as equipment or services, that represent allowable costs, as evidenced by relevant demographic, medical, social science, criminal justice and statistical data, and available resources that already address such needs;
 - 3) comments from the public, State and local officials, not for profit organizations, or other organizations, entities or persons that have experience and expertise in areas that are relevant to federal program purposes;
 - 4) the period of availability of the federal program funds and the immediacy of the need to spend the funds, including whether federal program funds are to be used to serve immediate and vital needs of persons or communities that specific implementing agencies and specific projects could readily address;
 - 5) the likelihood that a specific project type will achieve the overall goals and objectives of the federal program by: making an assessment of the adequacy with which a specific project type will meet the purposes, goals and objectives of the federal program; examination of the results of evaluations of existing similar projects; and analysis of results of tests or demonstrations that are relevant to the federal program's purposes, goals and objectives;
 - 6) the effectiveness of a specific project type, by making an assessment of the manner in which a particular problem will be addressed by the project type;
 - 7) the efficiency with which a specific implementing agency could administer a project and the overall costs of specific project types; and
 - 8) the ability of a specific entity to secure alternate funding sources for the project once federal program funds are no longer available.
- h) Pursuant to applicable federal legislation and guidelines, the Application to the funding source shall include all information, certifications and assurances that are required by the funding source.

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- i) Subsequent to notification by the funding source that an Application has been approved, the Executive Director shall enter into interagency agreements with those implementing agencies designated to receive federal program funds pursuant to subsections (e) and (g) above, specifying the terms and conditions under which the projects are to be conducted and the federal funds are to be received. If the Authority is the designated implementing agency, then the Executive Director shall document such terms and conditions, which, to become effective, must be accepted in writing by the Chairman of the Authority. The terms and conditions shall include but not be limited to reporting requirements that reflect fiscal expenditures and progress toward program objectives, compliance with applicable laws and regulations, maintenance of financial and program records beyond the expiration of the agreement, the prohibition of subcontracting or assignment of agreements without prior written approval of the Authority, audit procedures as described in the federal laws and regulations listed in Section 1520.50(a), and the status of the implementing agency as an independent contractor.

(Source: Added at 21 Ill. Reg. 8909, effective June 27, 1997)

Section 1520.50 Administration of Federal Funds

- a) All implementing agencies shall operate in conformance with the following state and federal laws, rules, regulations and guidelines, when applicable, hereby incorporated by reference: the Victims of Crime Act of 1984; the Anti-Drug Abuse Act of 1988; the Violence Against Women Act of 1994; the Office of Justice Programs' Financial Guide; the Office of Management and Budget Circular A-128 (50 FR 19114, effective April 12, 1985); the Office of Management and Budget Circular A-133 (61 FR 19133, effective April 30, 1996); the Illinois Grant Funds Recovery Act [30 ILCS 705]; the Illinois Purchasing Act [30 ILCS 505]; the State Comptroller Act [15 ILCS 405]; the U.S. Department of Justice, Bureau of Justice Assistance, Rules for Criminal Justice Block Grants (28 CFR 33.1 et seq., effective May 30, 1985); the U.S. Department of Justice Regulations Governing Criminal History Record Information Systems (28 CFR 20.1 et seq., effective December 6, 1977); the U.S. Department of Justice Regulations Governing the Confidentiality of Identifiable Research and Statistical Information (28 CFR 22.1 et seq., effective December 15, 1976); the Office of Justice Programs Victim Assistance Grant Program Final Program Guidelines (60 FR 55051 et seq., effective October 27, 1995); the Department of Justice Program Guidelines for the Drug Control and System Improvement Formula Grant Program (53 FR 52244 et seq., effective December 27, 1988); the Department of Justice Program Guidelines for the STOP Violence Against Women Formula and Discretionary Grants Program (Grants to Combat Violent Crimes Against Women) (28 CFR 90 et seq., effective April 18, 1995); and any other federal

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legislation and guidelines that are applicable to federal program funds that the Authority administers. The laws, rules, regulations and guidelines incorporated by reference in this subsection do not include any subsequent amendments or editions. The Authority shall maintain a copy of said incorporated materials and shall make them available for public inspection or copying upon request at no more than cost.

- b) Notwithstanding subsection (c) below, the Executive Director shall suspend performance of any interagency agreement for a period not to exceed 28 days where there has been a determination of nonconformance with any state or federal statute or regulation, such rules, regulations and guidelines specified in subsection (a) above, or the terms or conditions of the agreement. The Executive Director shall reinstate performance of an agreement that has been so suspended if the nonconformance is corrected within 28 days from the date of suspension. However, notwithstanding subsection (c) below, an interagency agreement, for which performance has been suspended, shall be terminated by the Executive Director if performance of the interagency agreement is not reinstated within 28 days from its suspension. Written notice of all such actions by the Executive Director shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within five working days.
- c) Upon the request of an implementing agency, the Executive Director shall extend the length of time performance of an interagency agreement may be suspended beyond 28 days for an additional period not to exceed 14 days, if the nonconformance for which performance of the agreement was suspended can be corrected within such extension period and such correction would result in fulfillment of the terms of the agreement. Such an extension shall be granted by the Executive Director only with the consent of the chairman of the Budget Committee or, in the event the chairman of the Budget Committee is unavailable for consultation, the Chairman of the Authority. Such consent shall be granted if the nonconformance for which performance of the agreement was suspended can be corrected within such extension period and such correction would result in fulfillment of the terms of the agreement. Since an extension granted by the Executive Director pursuant to this subsection is initiated by the implementing agency, it shall not be deemed an adverse action under these rules. However, an interagency agreement, for which the period of suspended performance has been extended pursuant to this subsection, shall be terminated by the Executive Director if performance of the interagency agreement has not been reinstated by the Executive Director before the extension period has expired. Such termination may then be appealed as provided by Section 1520.60. Written notice of all such actions by the Executive Director shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within five working days.

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- d) The Executive Director shall immediately terminate any interagency agreement for any reason of nonconformance specified in subsection (b) above, if performance of the agreement has been suspended on at least one prior occasion or if such nonconformance cannot be corrected by the implementing agency in less than 28 days from the date of termination. Written notice of such termination by the Executive Director shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within five working days.
- e) The Executive Director shall approve any revision to an interagency agreement if such action is necessary to fulfill the terms of the agreement. Material revisions shall be reported to the Budget Committee members at or before the next Budget Committee meeting. However, if a request by an implementing agency for a material revision to an interagency agreement is denied by the Executive Director, written notice of such denial shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within five working days.

(Source: Amended at 21 Ill. Reg. 8909, effective June 27, 1997)

Section 1520.60 Appeals

- a) The appeals procedures of the Authority are subject to the provisions of Article 10 of the Illinois Administrative Procedure Act (Ill. Rev. Stat. 1991, ch. 127, pars. 1010-5 et seq.).
- b) An implementing agency may appeal any adverse action of the Executive Director by writing to the Budget Committee within fourteen (14) days from the day the notice of adverse action is mailed to the implementing agency. This written appeal shall contain specific reasons stating why the action taken by the Executive Director should be modified and the action requested of the Budget Committee and shall be signed by the implementing agency's authorized official.
- c) If no timely appeal is taken from an adverse action, such action of the Executive Director will be deemed the final action of the Budget Committee, and Authority members shall be notified within five (5) business days or before the next Authority meeting, whichever is sooner – by phone, mail or equivalent – of the action of the Executive Director.
- d) When an appeal is timely filed, the Chairman of the Budget Committee shall arrange for the Committee to hear and decide the appeal within forty-nine (49) days of the receipt of the written appeal. The implementing agency shall have a right to appear before the Committee and to be represented at the hearing by

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counsel and shall be notified of the hearing date at least seven (7) days prior to the hearing.

- e) At the hearing, the Budget Committee shall consider the written appeal to the adverse action submitted pursuant to subsection (b), any written response to that appeal by Authority staff, and any testimony given by the implementing agency or Authority staff to questions posed by Committee members.
- f) The Budget Committee shall render a decision on the appeal before adjourning the hearing.
- g) In accordance with the Organizational Rules of the Illinois Criminal Justice Information Authority (2 Ill. Adm. Code 1750.340), Authority members shall be notified within five (5) business days or before the next Authority meeting whichever is sooner – by phone, mail or written equivalent – of all appeal decisions made by the Budget Committee. Within ten (10) business days of receipt of such information, a special meeting of the Authority shall be convened upon the request of five (5) Authority members, for the purpose of fully discussing such action taken by the Budget Committee and to supersede the authorization granted to that Committee to act upon the Authority's behalf in any particular appeal. If no such action is taken by the Authority, the decision of the Budget Committee shall be deemed the final action of the Authority. Such meetings shall be conducted in conformance with the Open Meetings Act (Ill. Rev. Stat. 1983, ch. 102, par. 41, et seq.) and the Authority's rules (2 Ill. Adm. Code 1750.310 et seq.).

NON-FEDERAL GRANT RULES

TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT CHAPTER III: ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY PART 1560 OPERATING PROCEDURES FOR THE ADMINISTRATION OF NON-FEDERAL GRANT FUNDS

SUBPART B: OPERATING PROCEDURES FOR THE ADMINISTRATION OF NON-FEDERAL GRANT FUNDS

Section

1560.10 Purpose and Authorization

1560.20 Definitions

1560.31 Application and Receipt of Non-Federal Grant Funds

1560.31 Application and Receipt of Sexual Assault Nurse Examiner (SANE) General Revenue Funds

1560.40 Administration of Non-Federal Grant Funds

1560.50 Appeals

AUTHORITY: Implementing and authorized by the Illinois Criminal Justice Information Act [20 ILCS 3930].

SOURCE: Adopted at 15 Ill. Reg. 7034, effective April 25, 1991; emergency amendment at 24 Ill. Reg. 1282, effective January 7, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 8243, effective May 30, 2000.

Section 1560.10 Purpose and Authorization

The Illinois Criminal Justice Information Authority (Authority) establishes this Part to exercise its responsibility *to apply for, receive, establish priorities for, allocate, disburse and spend grant funds that are made available by private sources* [20 ILCS 3930/7(k)], *to receive, expend and account for such funds of the State of Illinois as may be made available to further the purposes of the Act*[20 ILCS 3930/7(1)], *to enter into contracts and to cooperate with units of general local government or combinations of such units, State agencies, and criminal justice system agencies of other states for the purpose of carrying out the duties of the Authority imposed by the Act* [20 ILCS 3930/7(m)], *to enter into contracts and cooperate with units or general local government outside of Illinois, other states' agencies, and private organizations outside of Illinois to provide computer software or design that has been developed for the Illinois Criminal Justice System, or to participate in the cooperative development or design of new software or systems to be used by the Illinois Criminal Justice System* [20 ILCS 3930/7(n)], *to establish general policies concerning criminal justice information systems and to promulgate such rules, regulations and procedures as are necessary to the operation of the Authority* [20 ILCS

3930/7(o)] *and shall, subject to appropriation, establish a sexual assault nurse examiner (SANE) pilot program* [20 ILCS 3930/7.1(c)].

(Source: Amended at 24 Ill. Reg. 8243, effective May 30, 2000)

Section 1560.20 Definitions

"Adverse Action" – The term "adverse action" means any or all of the following with respect to non-federal grant funds administered by the Authority:

The suspension by the Executive Director of the performance of an interagency agreement for more than 28 days aggregated within a twelve month period, exclusive of any period of extension that may be granted under Section 1560.40.

The termination of an interagency agreement by the Executive Director.

The denial by the Executive Director of a request for a material revision to an interagency agreement.

"Budget Committee" – The term "Budget Committee" means the Budget Committee of the Authority as empowered by the Organizational Rules of the Illinois Criminal Justice Information Authority (2 Ill. Adm. Code 1750.340).

"Executive Director" – The term "Executive Director" means the Executive Director of the Authority (see 20 ILCS 3930/6 and 2 Ill. Adm. Code 1750.350).

"Grantor" – The term "grantor" means any entity that provides the non-federal grant funds to the Authority.

"Interagency Agreement" – The term "interagency agreement" means a contract between the Authority and a State agency, unit of local government, or other public or private organization whereby the Authority provides non-federal grant funds to carry out specified programs, services or activities.

"Implementing Agency" – The term "implementing agency" means any party, including the Authority, designated to receive funds administered by the Authority pursuant to this Part.

(Source: Amended at 24 Ill. Reg. 8243, effective May 30, 2000)

Section 1560.30 Application and Receipt of Non-Federal Grant Funds

- a) The authority shall review the funding purposes set forth by the grantor and invite state agencies, units of local government, and private organizations to submit recommendations for implementing such purposes. Based on the specified purposes of the funds and the needs and recommendations of units of local government and private organizations, the Authority shall select funding priorities at a public meeting in conformance with the Open Meetings Act (Ill. Rev. Stat. 1989, ch. 102, par. 41 et seq.) and the Authority's rules (2 Ill. Adm. Code 1750.310 et seq.).
- b) Based upon the funding priorities selected by the Authority pursuant to subsection (a) above, the Executive Director shall use the following evaluation criteria to identify those state agencies, units of local government and private organizations eligible for non-federal grant funding:
 - 1) an analysis of need as evidenced by demographic, criminal justice and other data relevant to the purposes set forth by the grantor and resources already available to address that need;
 - 2) comments from the public and state and local officials and private organizations
 - 3) current research findings based on data relating to the purposes set forth by the grantor.

A state agency, unit of local government or a private organization, so identified, shall be contacted by the Executive Director to assess its interest in and ability to qualify for the funds pursuant to the requirements of the grantor and, if so interested and so qualified, to prepare a program description that identifies the problem to be addressed, states goals and objectives, and indicates the means by which the state agency, unit of local government or private organization proposes to achieve those objectives. A state agency, unit of local government or private organization not so identified by the Executive Director shall, upon written request to the Executive Director, be included among those state agencies, units of local government and private organizations evaluated by the Executive Director pursuant to the criteria described herein.

- c) The Budget Committee shall, at a public meeting, designate programs, implementing agencies and amounts for funding which address one or more of the purposes specified by the Authority in subsection (a) above consistent with the conditions of the grant award. The Budget Committee's decision to designate

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these programs, implementing agencies, and fund amounts shall be based upon equal consideration of the following factors:

- 1) the recommendations of the Executive Director made pursuant to subsection (b) above;
 - 2) comments from the public, state and local officials and private organizations;
 - 3) the proven effectiveness of a program, by making a prudent assessment of the problem to be addressed by a proposed program;
 - 4) the likelihood that a program will achieve the desired objectives, by making a prudent assessment of the concepts and implementation plans included in a proposed program and by the results of any evaluations of previous tests or demonstrations;
 - 5) the availability of funds;
 - 6) the overall cost of the program; and
 - 7) the ability to continue with the program once grant funds are no longer available.
- d) The Executive Director shall enter into interagency agreements with those implementing agencies designated by the Budget Committee pursuant to subsection (c) above, specifying the terms and conditions under which the programs, services, or activities are to be conducted and the non-federal grant funds are to be received. If the Authority is the designated implementing agency, then the Executive Director shall document such terms and conditions which, to become effective, must be accepted in writing by the Chairman of the Authority. The terms and conditions shall include but not be limited to reporting requirements that reflect fiscal expenditures and progress toward program objectives, compliance with applicable laws and regulations, the prohibition of subcontracting or assignment of agreements without prior written approval of the Authority, and the status of the implementing Agency as an independent contractor.

**Section 1560.31 Application and Receipt of Sexual Assault Nurse Examiner (SANE)
General Revenue Funds**

- a) The Illinois General Assembly intends to create a sexual assault nurse examiner (SANE) pilot program to establish SANE projects geographically distributed throughout Illinois. Subject to an appropriation of general revenue funds ("SANE funds") from the Illinois General Assembly, the Illinois Criminal Justice Information Authority ("Authority") will implement the SANE pilot program, including SANE pilot projects in hospital emergency rooms geographically distributed throughout Illinois. For each SANE pilot project, specially trained sexual assault nurse examiners or specially trained sexual assault physician examiners will provide health assessments, collect forensic evidence from sexual assault victims in the emergency room, and testify to victims' injuries during criminal prosecutions of sex offenses.
- b) The Authority shall review the funding purposes of the SANE pilot program set forth by authorizing legislation [20 ILCS 3930/7.1] and invite eligible hospitals to submit proposals to implement the SANE pilot program through a request for proposal (RFP) process. Based on the authorizing legislation and the proposals received in response to the Authority's RFP, the Authority shall select proposals for SANE funding at a public meeting in conformance with the Open Meetings Act [5 ILCS 120] and the Authority's rules (2 Ill. Adm. Code 1750.310 et seq.).
- c) The Executive Director of the Authority shall develop an RFP based on the following criteria:
 - 1) the SANE pilot program authorizing legislation [20 ILCS 3930/7.1];
 - 2) requirements imposed on the Authority and potential recipient implementing agencies by applicable law, regulations and guidelines;
 - 3) the nature and complexity of the SANE pilot program;
 - 4) the types of hospitals eligible to receive SANE funds; and
 - 5) current research findings, and demographic, medical, social science, criminal justice and statistical data that is relevant to SANE program purposes.
- d) RFPs developed pursuant to the criteria described in subsection (c) above shall include:

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- 1) the purposes, goals and objectives of the SANE pilot program, and the types of SANE pilot projects and costs that will be considered for funding;
- 2) requirements that implementing agencies receiving SANE funds must meet, and adhere to, such as hospital eligibility requirements and fiscal, progress and closeout reporting requirements;
- 3) certifications required by law, including, but not limited to, the State of Illinois Drug-Free Workplace certification and State bribery and bid-rigging certifications;
- 4) descriptive information that applicants will be required to provide regarding the proposed SANE pilot project, including a description of the applicant hospital and the programs and services it currently provides to victims of sexual assault; a summary of the proposed project; a statement of the need for, and the goals and objectives of, the project; the strategy the applicant will undertake to meet the goals and objectives of the project, which should include the training of project staff through an approved SANE training program; an implementation schedule for the project that includes activities to be undertaken to accomplish each objective, the person responsible for each activity and the expected completion date for each activity; and a project budget that explains how budgeted items are related and necessary to the project and how costs were calculated;
- 5) the criteria by which the Executive Director of the Authority will review and recommend proposals for funding; such criteria shall be given an associated weight and shall include:
 - A) the adequacy with which the proposed SANE pilot project reflects the purposes, goals and objectives of the SANE pilot program;
 - B) whether the applicant is an eligible hospital as defined by SANE pilot program requirements;
 - C) the adequacy with which the applicant describes and supports the need for the SANE pilot project within the applicant's hospital emergency room;
 - D) the qualifications of key personnel that will perform SANE pilot project activities;

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- E) the technical merit of the proposed SANE pilot project design, as reflected in the proposal received by the Authority; this criteria includes an assessment of the sufficiency of the proposed project in addressing the purposes, goals and objectives of the SANE pilot program; an assessment of the methods by which the proposed project will implement and adhere to SANE programmatic and training requirements and standards; and an assessment of how the applicant will administer the project, both fiscally and programmatically, to achieve the purposes, goals, objectives, and project duration requirements of the SANE pilot program;
 - F) the applicant's capability to carry out the goals and objectives of the SANE pilot program in the manner reflected in the proposal received by the Authority;
 - G) the adequacy of the proposed project budget, which includes an assessment of the reasonableness and allowability of the costs that were estimated and included in the budget;
 - H) the applicant's ability and commitment to providing victim centered services to victims of sexual assault and collaboration with other organizations and agencies to improve the response to sexual assault victims;
 - I) the ability of the applicant to sustain the SANE pilot project if State or federal funding is not available; and
 - J) any additional criteria that would further SANE program purposes;
- 6) the method and deadline by which, and location where, proposals must be received by the Authority;
 - 7) the total amount of SANE funding available for distribution through the RFP process, and the maximum amount of SANE funding that eligible implementing agencies may apply for through the submission of an RFP;
 - 8) the required project duration requirements of the SANE pilot program in accordance with the program authorizing legislation [20 ILCS 3930/7.1]; and
 - 9) any other information that would further SANE program purposes.

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- e) Based upon SANE pilot program authorizing legislation and the above proposal review criteria, the Executive Director shall identify those applicants with the best proposals that are geographically distributed throughout the State, and recommend those applicants for SANE funding approved by the Budget Committee.
- f) The Budget Committee shall, at a public meeting, designate implementing agencies and amounts for SANE pilot projects that are geographically distributed throughout the State. The Budget Committee's decision to designate SANE pilot projects, implementing agencies, and fund amounts shall be based upon the recommendations of the Executive Director and the criteria set forth in the RFP, as described in subsection (d) above; Budget Committee designations shall be made at a public meeting conducted in conformance with the Open Meetings Act.
- g) The Executive Director shall enter into interagency agreements with those implementing agencies designated by the Budget Committee, specifying the terms and conditions under which the SANE pilot projects are to be conducted and SANE funds are to be received. The terms and conditions shall include but not be limited to reporting requirements that reflect fiscal expenditures and progress in meeting SANE pilot program objectives, compliance with applicable laws and regulations, the prohibition of subcontracting or assignment of agreements without prior written approval of the Authority, and the status of the implementing agency as an independent contractor.
- h) No later than two years after the SANE pilot projects are established, the Authority shall report to the Illinois General Assembly on the efficacy of the SANE pilot program.

(Source: Added at 24 Ill. Reg. 8243, effective May 30, 2000)

Section 1560.40 Administration of Non-Federal Grant Funds

- a) All implementing agencies shall operate in conformance with the following State laws, when applicable, hereby incorporated by reference: the Illinois Grant Funds Recovery Act [30 ILCS 705]; the Illinois Procurement Code [30 ILCS 500]; and the State Comptroller Act [15 ILCS 405]. The laws and rules incorporated by reference in this subsection do not include any subsequent amendments or editions. The Authority shall maintain a copy of said incorporated materials and

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shall make them available for public inspection or copying upon request at no more than cost.

- b) Notwithstanding subsection (c) below, the Executive Director shall suspend performance of any interagency agreement for a period not to exceed 28 days where there has been a determination of nonconformance with any federal or State law or rule, such laws specified in subsection (a) above, or the terms or conditions of the agreement. The Executive Director shall reinstate performance of an agreement that has been so suspended if the nonconformance is corrected within 28 days from the date of suspension. However, notwithstanding subsection (c) below, an interagency agreement, for which performance has been suspended, shall be terminated by the Executive Director if performance of the interagency agreement is not reinstated within 28 days from its suspension. Written notice of all such actions by the Executive Director shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within 5 working days.
- c) Upon the request of an implementing agency, the Executive Director shall extend the length of time performance of an interagency agreement may be suspended beyond 28 days for an additional period not to exceed 14 days, if the nonconformance for which the performance of the agreement was suspended can be corrected within the extension period and the correction would result in fulfillment of the terms of the agreement. An extension shall be granted by the Executive Director only with the consent of the Chairman of the Budget Committee or in the event the Chairman of the Budget Committee is unavailable for consultation, the Chairman of the Authority. Since an extension granted by the Executive Director pursuant to this subsection is initiated by the implementing agency, it shall not be deemed an adverse action under this Part. However, an interagency agreement, for which the period of suspended performance has been extended pursuant to this subsection, shall be terminated by the Executive Director if performance of the interagency agreement has not been reinstated by the Executive Director before the extension period has expired. Termination may then be appealed as provided by Section 1560.60. Written notice of all such action by the Executive Director shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within 5 working days.
- d) The Executive Director shall immediately terminate any interagency agreement for any reason of nonconformance specified in subsection (b) above, if performance of the agreement has been suspended on at least one prior occasion or if such nonconformance cannot be corrected by the implementing agency in less than 28 days from the date of termination. Written notice of termination by

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the Executive Director shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within 5 working days.

- e) The Executive Director shall approve any revision to an interagency agreement if action is necessary to fulfill the terms of the agreement. Material revisions shall be reported to the Budget Committee members at or before the next Budget Committee meeting. However, if a request by an implementing agency for a material revision to an interagency agreement is denied by the Executive Director, written notice of denial shall be submitted to the implementing agency and members of the Budget Committee as soon as possible, but within 5 working days.

(Source: Amended at 24 Ill. Reg. 8243, effective May 30, 2000)

Section 1560.50 Appeals

- a) The appeals procedures for this Part are subject to provisions of Article 10 of the Illinois Administrative Procedure Act [5 ILCS 100/Art.10].
- b) An implementing agency may appeal any adverse action of the Executive Director by writing to the Budget Committee within 14 days from the day the notice of adverse action is mailed to the implementing agency. This written appeal shall contain specific reasons stating why the adverse action taken by the Executive Director should be modified and the action requested of the Budget Committee and shall be signed by the implementing agency's authorized official.
- c) If no timely appeal is taken from an adverse action, such action of the Executive Director will be deemed the final action of the Budget Committee, and Authority members shall be notified within 5 business days or before the next Authority meeting, whichever is sooner – by phone, mail or written equivalent – of the action of the Executive Director.
- d) When an appeal is timely filed, the Chairman of the Budget Committee shall arrange for the Committee to hear and decide the appeal within 49 days of the receipt of the written appeal. The implementing agency shall have the right to appear before the Committee and to be represented at the hearing by counsel and shall be notified of the hearing date at least 7 days prior to the hearing.
- e) At the hearing, the Budget Committee shall consider the written appeal to the adverse action submitted pursuant to subsection (b), any written response to that

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appeal by Authority staff, and any testimony given by the implementing agency or Authority staff to questions posed by Committee members.

- f) The Budget Committee shall render a decision on the appeal before adjourning the hearing.
- g) In accordance with the Organizational Rules of the Illinois Criminal Justice Information Authority (2 Ill. Adm. Code 1750.340), Authority members shall be notified within 5 business days or before the next Authority meeting whichever is sooner – by phone, mail or written equivalent – of all appeal decisions made by the Budget Committee. Within 10 business days after receipt of such information, a special meeting of the Authority shall be convened upon signed request of 5 Authority members, for the purpose of fully discussing such action taken by the Budget Committee and to supersede the authorization granted to that Committee to act upon the Authority's behalf in any particular appeal. If no action is taken by the Authority, the decision of the Budget Committee shall be deemed the final action of the Authority. Meetings shall be conducted in conformance with the Open Meetings Act [5 ILCS 120] and the Authority's rules (2 Ill. Adm. Code 1750.310 et seq.).

(Source: Amended at 24 Ill. Reg. 8243, effective May 30, 2000)

**TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT
CHAPTER III: ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
PART 1570 FEES FOR PROCESSING REQUESTS FOR CONVICTION
INFORMATION**

**SUBPART C: FEES FOR PROCESSING REQUESTS FOR CONVICTION
INFORMATION**

Section

1570.10 Purpose and Authorization

1570.20 Definitions

1570.30 Form and Manner for Assisting in the Processing of Conviction Information

1570.40 Cost Criteria for the Fee to be Charged

1570.50 Fee Determination

1570.60 Notification of Fee Amount

AUTHORITY: Implementing and authorized by the Illinois Uniform Conviction Information Act [20 ILCS 2635].

SOURCE: Adopted at 18 Ill. Reg. 4679, effective March 14, 1994; emergency amendment at 22 Ill. Reg. 975, effective December 17, 1997, for a maximum of 150 days; amended at 22 Ill. Reg. 9557, effective May 26, 1998; amended at 29 Ill. Reg. 6907, effective May 1, 2005.

Section 1570.10 Purpose and Authorization

Pursuant to the Illinois Uniform Conviction Information Act (20 ILCS 2635] ("the Act), the Illinois Criminal Justice Information Authority is charged with the responsibility of establishing the form, manner and maximum fee that criminal justice agencies other than the Department of State Police may charge for assisting in the processing of requests for conviction information under the Act. These rules describe the procedure to be followed by a criminal justice agency in processing a request for conviction information under the Act and the method for establishing the fee to be charged for providing such assistance.

Section 1570.20 Definitions

Terms used in this Part have the meaning ascribed to them in the Act. In addition, unless the context otherwise requires, the following terms have the meaning ascribed to them herein:

"Authority" means the Illinois Criminal Justice Information Authority.

"CIR Form" means the Conviction Information Request Form adopted by the Department of State Police (20 Ill. Adm. Code 1215) for requesting information under the Act.

"Individual record subject" means the person whose fingerprints are being taken pursuant to a request to obtain conviction information under the Act.

Section 1570.30 Form and Manner for Assisting in the Processing of Conviction Information

- a) A criminal justice agency that assists in the processing of criminal conviction information requests pursuant to the Act shall do so as follows:
 - 1) Provide such assistance, at a minimum, during its regular business hours, Monday through Friday, excluding holidays.
 - 2) Verify the identity of the individual record subject. In making this verification, the agency shall require at least two forms of identification, one of which shall be a photographic identification. Acceptable photographic identification shall be of a nature that cannot easily be forged, such as valid passports or driver's licenses, identification cards issued by the Secretary of State, or military or other photographic identification of a similar reliability.
 - 3) After verification of the identity of the individual record subject, the personnel of the criminal justice agency shall fingerprint the record subject on a CIR Form. It shall be the responsibility of the requester to obtain such form from the Department of State Police.
 - 4) The criminal justice agency shall review the CIR Form to verify that it is accurately completed, as appropriate, by the requester, in conformance with the requirements of the Department of State Police.
 - 5) The criminal justice agency may charge the requester a fee pursuant to Section 1570.40.
 - 6) The criminal justice agency shall return the CIR Form to the requester, who shall be responsible for mailing it to the Department of State Police.
- b) A local criminal justice agency that does not assist in processing a request for conviction information pursuant to the Act shall inform the requester that the conviction information sought can be obtained directly from the Department of State Police at the following address or phone number:

Illinois State Police
Bureau of Identification
260 North Chicago St.
Joliet, Illinois 60431
Telephone number: (815) 740-5160

Section 1570.40 Cost Criteria for the Fee to be Charged

- a) The Authority shall establish the maximum fee that may be charged by criminal justice agencies other than the Department of State Police for assisting in the processing of requests for conviction information made pursuant to the Act. This fee shall be based on a reasonable estimate of the actual costs to participating criminal justice agencies throughout the State to comply with these rules.
- b) In establishing the maximum fee that a criminal justice agency other than the Department of State Police may charge, the Authority shall consider the following criteria:
 - 1) Personnel Costs. The fee charged shall include all personnel costs necessary to assist in the processing of the request forms. Such costs shall include time allocated for:
 - A) Giving instructions to the requester,
 - B) Fingerprinting the individual record subject,
 - C) Reviewing the CIR Form,
 - D) Processing the fee, and
 - E) Supervising and training personnel to comply with these rules.
 - 2) Tangible Costs. The fee charged shall include all expenses incurred by a criminal justice agency other than the Department of State Police which are directly attributable to assisting in the processing of requests for conviction information. Such costs shall include, as may be appropriate, the cost for:
 - A) Fingerprinting materials and supplies such as ink, rollers, cleaning fluids, and towels, and

- B) Telecommunications services.

Section 1570.50 Fee Determination

- a) Pursuant to Section 1570.40, the Authority shall establish the maximum fee for each calendar year by September 30 of the preceding year. In establishing this fee amount, the Authority shall consult with representatives of criminal justice agencies, and representatives of municipal, civic, and business groups to:
 - 1) establish a reasonable estimate of the actual costs to participating criminal justice agencies throughout the State to comply with this Part, and
 - 2) determine if there would be an unreasonable negative impact or undue burden placed on requesters of conviction information.
- b) Pursuant to the Act, nothing herein shall be deemed to prevent a criminal justice agency from waiving or reducing the fee established pursuant to Section 1570.40.
- c) For the calendar year 2005 and each year thereafter, the maximum fee established by the Authority that a criminal justice agency other than the Department of State Police may charge and assess under this Part shall be \$24.

(Source: Amended at 29 Ill. Reg. 6907, effective May 1, 2005)

Section 1570.60 Notification of Fee Amount

- a) Within seven working days after the fee has been established for a calendar year, the Authority shall inform the chief executive officer of each criminal justice agency in Illinois of the amount of the fee. However, notice of the fee for a calendar year shall be given no later than December 15th of the preceding calendar year.
- b) Other interested agencies, organizations, and the public shall, upon request, also be entitled to be informed of the amount of the fee set by the Authority. Within 7 working days after receipt of such a request, the Executive Director of the Authority shall inform the requester of the fee approved by the Authority.

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Requests for notification of the fee amount may be made by calling the Authority at (312)793-8550 or TDD (312)793-4170 between 8:30 a.m. and 5:00 p.m. on working days or by writing to:

Executive Director
Illinois Criminal Justice Information Authority
120 South Riverside Plaza
Chicago, Illinois 60606

**TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT
CHAPTER III: ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
PART 1580 PROTECTION OF HUMAN SUBJECTS IN RESEARCH CONDUCTED BY
THE AUTHORITY**

**SUBPART D: PROTECTION OF HUMAN SUBJECTS IN RESEARCH CONDUCTED
BY THE AUTHORITY**

Section

1580.10 Purpose and Applicability

1580.20 Definitions

1580.30 Institutional Review Board Composition

1580.50 Expedited Review

1580.40 Institutional Review Board Procedures

1580.60 Additional Review Requirements

1580.70 Reporting Requirements

1580.80 Requirements for Submitting Research Proposals

AUTHORITY: Implementing and authorized by the Illinois Criminal Justice Information Act [20 ILCS 3930].

SOURCE: Adopted at 25 Ill. Reg. 12420, effective September 17, 2001.

Section 1580.10 Purpose and Applicability

- a) The Illinois Criminal Justice Information Authority (Authority) establishes this Part to institute procedures applicable to the creation and operation of an Institutional Review Board (IRB). The IRB shall review research involving human subjects that is conducted, sponsored, or supported by the Authority, to ensure the protection of human subjects. All research subject to this Part must have IRB review and approval before data collection for the research begins.
- b) This Part was derived from and corresponds to 28 CFR 46, which requires institutions that receive federal funding for purposes of research involving human subjects to adhere to, and to establish and operate an IRB in accordance with, federal regulations. This Part is applicable to all research that is conducted, sponsored, or supported by the Authority that involves human subjects, whether or not it is federally funded.
- c) Research involving human subjects that is conducted, sponsored, or supported by the Authority, for purposes of this Part, includes the following:

- 1) Research involving human subjects that is conducted by an Authority employee, within the scope of the employee's employment, that has not otherwise been reviewed and approved by an IRB that adheres to all applicable laws and regulations. The executive director of the Authority reserves the right to require research conducted by an Authority employee, within the scope of the employee's employment, that has been reviewed and approved by an IRB that adheres to all applicable laws and regulations to be subject to additional IRB review and approval, in accordance with this Part.
- 2) Research involving human subjects that is funded by the Authority, but conducted by an independent contractor, that has not otherwise been reviewed and approved by an IRB that adheres to all applicable laws and regulations. The executive director of the Authority reserves the right to require research involving human subjects that is funded by the Authority, but conducted by an independent contractor, that has been reviewed and approved by an IRB that adheres to all applicable laws and regulations, to be subject to additional IRB review and approval, in accordance with this Part.

Section 1580.20 Definitions

"Certifications" means the official notification by the Authority to the appropriate funding agency that a research project or activity involving human subjects has been reviewed and approved by an IRB; and the official notification by the Authority to the funding agency that applicable laws and regulations regarding confidentiality and privacy of identifiable research information have been adhered to.

"Exempt research" means research that involves human subjects, but according to applicable laws and regulations, including but not limited to 28 CFR 46.101(b), does not require IRB review and approval.

"Human subject" means a living individual about whom a researcher obtains data through intervention or interaction with the individual or identifiable private information.

"IRB" means an institutional review board established in accordance with and for the purposes expressed in this Part.

"IRB approval" means the determination of the IRB that the research has been reviewed and may be conducted within the constraints set forth by the IRB and by other applicable laws and regulations.

"Research" means a systematic investigation designed to develop or contribute to generalizable knowledge.

Section 1580.30 Institutional Review Board Composition

- a) An IRB shall be qualified through the experience, expertise, and diversity of its members, considering race, gender, cultural backgrounds and sensitivity to issues such as community attitudes. The IRB shall review proposed research in light of existing Authority commitments; applicable laws, regulations and guidelines; and standards of professional conduct and practice. The IRB shall include persons with expertise in these areas.
- b) IRB members shall be appointed by the executive director of the Authority. An IRB must consist of at least five members with varying backgrounds. The Authority must adhere to the following IRB membership rules:
 - 1) Every nondiscriminatory effort must be made to ensure that an IRB does not consist entirely of men or entirely of women.
 - 2) An IRB must not consist entirely of members of one profession.
 - 3) An IRB must include at least one member whose primary concerns are in scientific areas.
 - 4) An IRB must include at least one member whose primary concerns are in nonscientific areas.
 - 5) An IRB must include at least one member who is not otherwise affiliated with, or part of the immediate family of a person who is affiliated with, the Authority.
 - 6) An IRB member must not participate in the initial or continuing review of any project in which the member has a conflict of interest, except to provide information requested by the IRB.

- 7) An IRB may, in its discretion, invite individuals with special expertise to assist in the review of issues requiring that expertise. These individuals may not vote with the IRB.
- 8) An IRB must reflect all applicable laws and regulations regarding IRB membership.

Section 1580.40 Institutional Review Board Procedures

- a) The general counsel of the Authority shall review all research applications involving human subjects to determine whether the application involves exempt research. If the general counsel determines that the research is exempt, the general counsel shall provide notice of, and justification for, this determination to the IRB members and the executive director of the Authority. If the general counsel does not receive any notice of disagreement with a determination of exempt status from IRB members within 10 working days after the mailing date of the notice, then the determination that the research is exempt will be considered approved by the IRB. If the general counsel receives notice of disagreement with a determination of exempt status from any IRB member, the research will be considered non-exempt and subject to IRB review and approval under this Part. Research projects determined to be exempt are not subject to further IRB review and approval. A determination by the IRB that a research project is exempt is subject to override by the executive director of the Authority.
- b) All research applications involving human subjects that do not involve exempt research shall be reviewed by the IRB, in accordance with this Part. The IRB review of research applications must occur at meetings subject to the Open Meetings Act [5 ILCS 120]. IRB meetings must include a majority of IRB members who are present at the meeting in person or by electronic means, including at least one member whose expertise is in nonscientific areas. Minutes covering all activities will be taken and made available to the Authority.
- c) The IRB shall operate in accordance with all applicable laws and regulations. The IRB has the authority to approve or disapprove, require modification to, or observe research. The IRB must provide written notification to the executive director of the Authority and researchers of approval or disapproval of, or required modifications to, proposed research.
- d) The IRB may approve research applications involving human subjects if the IRB has determined that all of the following requirements are satisfied:

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- 1) Risks to subjects must be minimized; researchers must use procedures that are consistent with sound research design and do not unnecessarily expose subjects to risk;
- 2) Risks to subjects must be reasonable in relation to the expected benefits to subjects and the knowledge that may reasonably be expected to result from the research;
- 3) The selection of subjects must be equitable;
- 4) Unless otherwise authorized by law or regulation, informed consent must be obtained and appropriately documented for each participating subject or the subject's legally authorized representative. When the IRB determines that the research project must include procedures for obtaining informed consent, the IRB shall ensure that informed consent is obtained under circumstances and through procedures that adhere to all applicable laws and regulations, and minimize any coercion or undue influence upon the subject or representative. Unless otherwise authorized by law or regulation, the following elements of informed consent must be provided to each human subject:
 - A) An explanation of the purposes of, and procedures involved in, the research and the expected duration of the subject's participation;
 - B) A description of any reasonably foreseeable risks or discomforts to the subject;
 - C) A description of any benefits to the subject or to others that may reasonably be expected from the research;
 - D) A statement describing how the confidentiality of records identifying the subject will be maintained;
 - E) Information regarding who should be contacted for answers to questions about the research and research subjects' rights and in the event of a research-related injury to the subject;
 - F) A statement that participation is voluntary, refusal to participate will involve no penalty or loss of benefits to which the subject is otherwise entitled, and the subject may discontinue participation at any time without penalty or loss of those benefits; and

- G) Any additional information that the IRB determines would further protect the rights and welfare of the subject;
- 5) The research must make any necessary provisions for data monitoring to ensure the safety of subjects;
- 6) There are adequate provisions for assuring the privacy of subjects and confidentiality of data;
- 7) When the research involves subjects likely to be vulnerable to coercion or undue influence, additional safeguards must be included to protect the rights and welfare of these subjects; and
- 8) The research must comply with applicable laws and regulations.
- e) The IRB may deny requests to conduct the research for reasons including, but not limited to, that the risks posed to human subjects are too great and for noncompliance with applicable laws and regulations. A notice of disapproval must include the reasons for denial in sufficient detail that allows the researcher to respond. The researcher must be given the opportunity to respond to the denial in person or in writing to the IRB.
- f) Research subject to this Part must have the approval of a majority of IRB members present at the meeting before data collection may begin.

Section 1580.50 Expedited Review

- a) Research that involves no more than minimal risk to human subjects and their privacy and confidentiality may be eligible for an expedited review procedure. If so requested by the researcher, the IRB chairperson shall examine the research application and applicable laws and regulations to determine whether the research project involves no more than minimal risk and is eligible for the expedited review procedure. Research projects that are eligible for expedited review include those projects found in the list of research categories published as eligible for expedited review in the Federal Register by the Department of Health and Human Services (see 28 CFR 46.110(a)), and previously approved projects for which minor changes are proposed during the period for which the IRB has already given approval, when those projects or changes involve minimal risk.
- b) If a research project is eligible for an expedited review procedure, the review may be carried out by the IRB chairperson or by one or more experienced reviewers designated by the chairperson from among members of the IRB. Under an

expedited review procedure, the reviewers must consider provisions of Section 1580.40(d) and may approve the research application if those provisions are adhered to.

- c) In reviewing the research application under an expedited review procedure, the reviewers may not disapprove the research application; a research application may be disapproved only after review in accordance with the non-expedited review procedure. Research applications that have been reviewed under, but not approved through, the expedited review procedure shall be subject to further review under the non-expedited review procedure described in Section 1580.40.
- d) The IRB chairperson shall keep all IRB members and the executive director of the Authority informed of research proposals that have been approved under the expedited review procedure.

Section 1580.60 Additional Review Requirements

- a) Research projects are subject to IRB review and approval whenever changes are proposed to the research project. Changes may not be initiated without IRB review and approval except when necessary to eliminate apparent immediate hazards to the subjects.
- b) For research projects that already have IRB approval, the IRB must perform continuing, periodic reviews at intervals commensurate to the degree of risk the research poses, but at least once a year.
- c) Research that is subject to this Part may be subject to further review and approval or disapproval by the executive director of the Authority. Research reviewed by the executive director of the Authority shall be conducted in a manner consistent with the provisions of Section 1580.40. However, the executive director of the Authority may not approve the research if it has not been approved by an IRB.

Section 1580.70 Reporting Requirements

- a) Researchers must report proposed research changes to the IRB and the executive director of the Authority. The executive director of the Authority shall inform the appropriate funding agency.
- b) Any unanticipated problems involving risk or harm to subjects or others, noncompliance with applicable laws or regulations, or IRB requirements or determinations, must be immediately reported by the researcher to the IRB and the executive director of the Authority. The Authority and the IRB shall have the

authorization and duty to suspend or terminate approval of research that is not being conducted in accordance with applicable laws or regulations, or IRB requirements or determinations, or that has been associated with unexpected risks or harm to subjects or others. Any suspension or termination of approval by the Authority or the IRB shall include a statement of the reasons for that action.

- c) The executive director of the Authority shall notify the appropriate funding agency of any unanticipated problems involving risk or harm to subjects or others, any instance of serious or continuing noncompliance with applicable laws or regulations, or IRB requirements or determinations, and all suspensions and terminations of research approval.
- d) The executive director of the Authority will forward all required certifications and documentation regarding the IRB review to the appropriate funding agency.
- e) The researchers may be required to submit progress reports to the IRB, the nature and frequency of which will be specified by the IRB.
- f) The IRB shall submit a report to the Authority's Planning and Research Committee on the actions of the IRB, prior to the committee's regular meetings.

Section 1580.80 Requirements for Submitting Research Proposals

- a) The person or entity requesting the research involving human subjects must submit to the general counsel of the Authority a research application that includes the following written documentation:
 - 1) A formal research proposal including the names and vitae of the researchers; an abstract of the project; a full description of the project purpose, methodology, protocol, and duration; the number of subjects, the amount of time required for each subject, and a detailed description of the interaction with the subjects; the procedures for obtaining informed consent; the testing or measurement instruments; and Authority resources to be utilized;
 - 2) Identification of funding sources for the research proposal;
 - 3) Any certifications and assurances regarding the protection of human research subjects, privacy and confidentiality, that are required by applicable law or regulations; and
 - 4) Any other information necessary to the IRB review procedure.

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- b) The general counsel of the Authority will review the application, in accordance with Section 1580.40(a).

ILLINOIS MOTOR VEHICLE THEFT PREVENTION ACT

20 ILCS 4005

4005/1. Short title

§ 1. This Act shall be known as the Illinois Motor Vehicle Theft Prevention Act.

4005/2. Purpose

§ 2. The purpose of this Act is to prevent, combat and reduce motor vehicle theft in Illinois; to improve and support motor vehicle theft law enforcement, prosecution and administration of motor vehicle theft laws by establishing statewide planning capabilities for and coordination of financial resources.

4005/3. Definitions

§ 3. As used in this Act:

(a) “Authority” means the Illinois Criminal Justice Information Authority.

(b) “Council” means the Illinois Motor Vehicle Theft Prevention Council, established within the Authority by this Act.

(c) “Trust Fund” means the Motor Vehicle Theft Prevention Trust Fund.

4005/4. Motor Vehicle Theft Prevention Council; members; chairman; terms; meetings

§ 4. There is hereby created within the Authority an Illinois Motor Vehicle Theft Prevention Council, which shall exercise its powers, duties and responsibilities independently of the Authority. There shall be 11 members of the Council consisting of the Secretary of State or his designee, the Director of the Department of State Police, the State's Attorney of Cook County, the Superintendent of the Chicago Police Department, and the following 7 additional members, each of whom shall be appointed by the Governor: a state's attorney of a county other than Cook, a chief executive law enforcement official from a jurisdiction other than the City of Chicago, 5 representatives of insurers authorized to write motor vehicle insurance in this State, all of whom shall be domiciled in this State.

The Governor from time to time shall designate the Chairman of the Council from the membership. All members of the Council appointed by the Governor shall serve at the discretion of the Governor for a term not to exceed 4 years. The initial appointed members of the Council shall serve from January 1, 1991 until the third Monday in January, 1995 or until their successors are appointed. The Council shall meet at least quarterly.

4005/5. Compensation of members

§ 5. Members of the Council shall serve without compensation. All members shall be reimbursed for reasonable expenses incurred in connection with their duties.

4005/6. Personnel

§ 6. The Executive Director of the Authority shall employ, in accordance with the provisions of the Illinois Personnel Code, [FN1] such administrative, professional, clerical, and other personnel as may be required and may organize such staff as may be appropriate to effectuate the purposes of this Act.

4005/7. Powers and duties of council

§ 7. The Council shall have the following powers, duties and responsibilities:

- (a) To apply for, solicit, receive, establish priorities for, allocate, disburse, contract for, and spend funds that are made available to the Council from any source to effectuate the purposes of this Act.
- (b) To make grants and to provide financial support for federal and State agencies, units of local government, corporations, and neighborhood, community and business organizations to effectuate the purposes of this Act.
- (c) To assess the scope of the problem of motor vehicle theft, including particular areas of the State where the problem is greatest and to conduct impact analyses of State and local criminal justice policies, programs, plans and methods for combating the problem.
- (d) To develop and sponsor the implementation of statewide plans and strategies to combat motor vehicle theft and to improve the administration of the motor vehicle theft laws and provide an effective forum for identification of critical problems associated with motor vehicle theft.
- (e) To coordinate the development, adoption and implementation of plans and strategies relating to interagency or intergovernmental cooperation with respect to motor vehicle theft law enforcement.
- (f) To promulgate rules or regulations necessary to ensure that appropriate agencies, units of government, private organizations and combinations thereof are included in the development and implementation of strategies or plans adopted pursuant to this Act and to promulgate rules or regulations as may otherwise be necessary to effectuate the purposes of this Act.
- (g) To report annually, on or before April 1, 1992 to the Governor, General Assembly, and, upon request, to members of the general public on the Council's activities in the preceding year.
- (h) To exercise any other powers that are reasonable, necessary or convenient to fulfill its responsibilities, to carry out and to effectuate the objectives and purposes of the Council and the provisions of this Act, and to comply with the requirements of applicable federal or State laws or regulations; provided, however, that such powers shall not include the power to subpoena or arrest.

4005/8. Motor Vehicle Theft Prevention Trust Fund

§ 8. (a) A special fund is created in the State Treasury known as the Motor Vehicle Theft Prevention Trust Fund, which shall be administered by the Executive Director of the Authority at the direction of the Council. All interest earned from the investment or deposit of monies accumulated in the Trust Fund shall, pursuant to Section 4.1 of the State Finance Act, [FN1] be deposited in the Trust Fund.

(b) Money deposited in this Trust Fund shall not be considered general revenue of the State of Illinois.

(c) Money deposited in the Trust Fund shall be used only to enhance efforts to effectuate the purposes of this Act as determined by the Council and shall not be appropriated, loaned or in any manner transferred to the General Revenue Fund of the State of Illinois.

(d) Prior to April 1, 1991, and prior to April 1 of each year thereafter, each insurer engaged in writing private passenger motor vehicle insurance coverages which are included in Class 2 and Class 3 of Section 4 of the Illinois Insurance Code, [FN2] as a condition of its authority to transact business in this State, may collect and shall pay into the Trust Fund an amount equal to \$1.00, or a lesser amount determined by the Council, multiplied by the insurer's total earned car years of private passenger motor vehicle insurance policies providing physical damage insurance coverage written in this State during the preceding calendar year.

(e) Money in the Trust Fund shall be expended as follows:

(1) To pay the Authority's costs to administer the Council and the Trust Fund, but for this purpose in an amount not to exceed ten percent in any one fiscal year of the amount collected pursuant to paragraph (d) of this Section in that same fiscal year.

(2) To achieve the purposes and objectives of this Act, which may include, but not be limited to, the following:

(A) To provide financial support to law enforcement and correctional agencies, prosecutors, and the judiciary for programs designed to reduce motor vehicle theft and to improve the administration of motor vehicle theft laws.

(B) To provide financial support for federal and State agencies, units of local government, corporations and neighborhood, community or business organizations for programs designed to reduce motor vehicle theft and to improve the administration of motor vehicle theft laws.

(C) To provide financial support to conduct programs designed to inform owners of motor vehicles about the financial and social costs of motor vehicle theft and to suggest to those owners methods for preventing motor vehicle theft.

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(D) To provide financial support for plans, programs and projects designed to achieve the purposes of this Act.

(f) Insurers contributing to the Trust Fund shall have a property interest in the unexpended money in the Trust Fund, which property interest shall not be retroactively changed or extinguished by the General Assembly.

(g) In the event the Trust Fund were to be discontinued or the Council were to be dissolved by act of the General Assembly or by operation of law, then, notwithstanding the provisions of Section 5 of the State Finance Act, [FN3] any balance remaining therein shall be returned to the insurers writing private passenger motor vehicle insurance in proportion to their financial contributions to the Trust Fund and any assets of the Council shall be liquidated and returned in the same manner after deduction of administrative costs.

4005/12. Repealer

§ 12. Sections 1 through 9 [FN1] and Section 11 [FN2] are repealed January 1, 2012.

Current through P.A. 96-952 of the 2010 Reg. Sess.

ILLINOIS MOTOR VEHICLE THEFT PREVENTION COUNCIL ADMINISTRATIVE CODE

ILLINOIS ADMINISTRATIVE CODE

TITLE 2: GOVERNMENTAL ORGANIZATION

SUBTITLE E: MISCELLANEOUS STATE AGENCIES

CHAPTER X: ILLINOIS MOTOR VEHICLE THEFT PREVENTION COUNCIL

PART 1720 PUBLIC INFORMATION, RULEMAKING AND ORGANIZATION

AUTHORITY: 20 ILCS 4005/1

SOURCE: Adopted at 16 Ill. Reg. 4503, effective March 10, 1992; amended at 18 Ill. Reg. 13448, effective August 22, 1994; amended at 21 Ill. Reg. 11927, effective August 15, 1997.

Section 1720.100 Applicability

This section applies to any interested persons seeking or submitting information regarding subjects, services, programs and activities of the Illinois Motor Vehicle Theft Prevention Council (hereinafter called "the Council").

Section 1720.110 Public Requests

- a) Any interested person should submit a request for information in writing. The request should include a complete description of the information requested and the reason for the request. Requests should be directed to:

Illinois Motor Vehicle Theft Prevention Council
c/o Executive Director
Illinois Criminal Justice Information Authority
120 South Riverside Plaza
Chicago, Illinois 60606

- b) The Executive Director of the Illinois Criminal Justice Information Authority, on behalf of the Council, shall respond to such requests within (7) working days of receipt, whenever possible.
- c) When the request for information calls for information which is confidential or is limited or prohibited by law, the requester shall be so notified in writing.

Section 1720.120 Public Submissions

Any interested person may submit comments and recommendations regarding subjects, services, programs and activities of the Council in writing to:

Illinois Motor Vehicle Theft Prevention Council
c/o Executive Director
Illinois Criminal Justice Information Authority
120 South Riverside Plaza
Chicago, Illinois 60606

Section 1720.200 Procedure

- a) Rules may be proposed by any member of the Illinois Motor Vehicle Theft Prevention Council (hereinafter called "the Council"), or the Executive Director of the Illinois Criminal Justice Information Authority. However, rules shall be issued only by the Council.
- b) Any interested person may petition the Executive Director of the Illinois Criminal Justice Information Authority to make, amend or repeal a rule. The Executive Director shall refer all petitions, with staff review and recommendations, to the Council which shall decide whether or not to recommend further action.
 - 1) The petition shall be addressed to:

Illinois Motor Vehicle Theft Prevention Council
c/o Executive Director
Illinois Criminal Justice Information Authority
120 S. Riverside Plaza
Chicago, Illinois 60606
 - 2) The petition shall contain a clear statement of reasons for the proposed rule, amendment or repeal and the exact language of the suggested new rule or amendment.
- c) All rules promulgated by the Council shall be in accordance with the procedures for issuing proposed rules and for their ultimate adoption in accordance with the Administrative Procedure Act (Ill. Rev. Stat. 1989, ch. 127, par. 1001-1 et seq.). [5 ILCS 100/1-1 et seq.]
- d) Rules adopted by the Council shall be available for public inspection during normal working hours at 120 South Riverside Plaza, Chicago, Illinois.

(Source: Amended at 18 Ill. Reg. 13448, effective August 22, 1994)

Section 1720.210 Public Hearings

- a) The Chairman or a committee chairman may convene public hearings on proposed rulemaking whenever the interest of the State would be best served by such proceedings in order to establish a record of public comment.
- b) Formal notice of a public hearing shall be given upon at least fourteen (14) days notice in accordance with the Illinois Open Meetings Act (Ill. Rev. Stat. 1989, ch. 102, par. 41 et seq.). [5 ILCS 120/1 et seq.] The notice shall include the date, time and place of the proceedings.
- c) Minutes of public hearings shall be recorded and shall be available for public inspection.

(Source: Amended at 18 Ill. Reg. 13448, effective August 22, 1994)

Section 1720.300 Preamble

The Illinois Motor Vehicle Theft Prevention Council (hereinafter called the "Council"), created within the Illinois Criminal Justice Information Authority (hereinafter called the "Authority"), shall have the duties and responsibilities set forth in the Illinois Motor Vehicle Theft Prevention Act (P.A. 86-1408, effective January 1, 1991). The stated purpose of this act "is to prevent, combat and reduce motor vehicle theft in Illinois; to improve and support motor vehicle theft law enforcement, prosecution and administration of motor vehicle theft laws by establishing statewide planning capabilities for and coordination of financial resources."

Section 1720.310 Membership and Officers

- a) Council – The Illinois Motor Vehicle Theft Prevention Council consists of eleven (11) members. The members include the Secretary of State or his designee, the Director of the Department of State Police, the State's Attorney of Cook County, the Superintendent of the Chicago Police Department, and the following seven (7) additional members, each of whom shall be appointed by the Governor: a state's attorney of a county other than Cook, a chief executive law enforcement official from a jurisdiction other than the City of Chicago, and five (5) representatives of insurers authorized to write motor vehicle insurance in this State, all of whom shall be domiciled in this state.
- b) Chairman – The Chairman shall be a Council member designated by and serving at the pleasure of the Governor.
- c) Vice Chairman – The Vice Chairman shall be a Council member designated by and serving at the pleasure of the Chairman. Upon disability or unavailability of the Chairman, the Vice Chairman shall function as the Chairman until the Chairman again becomes able or available or until the Governor appoints a new Chairman.

- d) Secretary – The Secretary shall be appointed by and serve at the pleasure of the Chairman. The Secretary need not be a Council member, but if he or she is not a Council member, he or she may not exercise the powers and functions of Council members. The Secretary shall draft and forward the minutes of each meeting to Council members prior to the next Council meeting, at which time they shall be submitted to the Council for approval. Copies of approved minutes shall be promptly sent to the Governor's office and anyone who requests them. The Secretary shall also provide for the public notice of regular, rescheduled and special Council meetings as required by the Illinois Open Meetings Act, and perform such other tasks as the Chairman designates.

(Source: Amended at 21 Ill. Reg. 11927, effective August 15, 1997)

Section 1720.320 Meetings

- a) Regular Meetings – Regular meetings of the Council shall be held at least quarterly at the offices of the Council or at some location to be determined by the Chairman. Meetings and notice for meetings shall be in conformance with the Illinois Open Meetings Act.
- b) Special Meetings – Special meetings of the Council shall be called in conformance with the Illinois Open Meetings Act either by the Chairman or by a request signed by at least four (4) Council members. Only matters contained in the agenda shall be voted on at any special meeting. In the event the need for a special meeting no longer exists or the Chairman has notice that a quorum will not be reached, the Chairman may cancel a special meeting provided that a meeting called at the request of Council members may be canceled only with their consent.
- c) Public Hearings – The Council may convene public hearings, upon at least fourteen (14) days notice, in order to establish a record of public comment on proposed rules, regulations, legislation, or other matters of concern to the Council. Public hearings shall be called by the Chairman upon passage of a motion by the Council at a regular or special meeting to that effect. When appropriate, non-Council members may be appointed by the Chairman to assist in the conduct of such a public hearing. The presence of a majority of the number of Council members shall not be required in order to conduct public hearings, however, at least (1) Council member must be present.
- d) Quorum – A quorum shall constitute a majority of Council members then holding office who are present, in person or by telephone, at the initial roll call at the commencement of any regular or special meeting. If a quorum is not present at the scheduled time of the meeting, the Chairman may continue a roll call for a reasonable time after which, if a quorum is still not present, the meeting shall be adjourned.
- e) Passage of Motions – After a quorum is announced, a majority of those voting on a motion shall be sufficient to pass and make it the official act of the Council. After a quorum is announced, Council business may continue to be transacted by the members

- remaining, provided, however, that no vote may be taken unless at least four of the members then holding office are still present at the time of the vote.
- f) Voting Procedures – The Chairman shall have the right to call for a vote by voice vote or by leave to adopt a previous roll call vote, in all cases, unless there is an objection by one member, in which case a roll call vote shall be taken. The minutes shall reflect the results of each roll call.
 - g) Participation in Meetings
 - 1) Proxies – Proxies to vote shall not be permitted. A Council member must be present, in person or by telephone, to record his or her vote and to present a motion or motions.
 - 2) Written Communication – When unavailable for meetings, Council members may present signed and dated written communications which shall be distributed or read to Council Members by the Chairman. Such written communication shall not be considered proxies, votes or motions. However, a motion or motions may be made by other members concerning the contents of such written communication. Such written communications shall be included in the minutes of the meeting.
 - 3) Discussion – Discussion and participation in meetings shall be subject to Robert's Rules of Order. Non-Council members may not address the Council or otherwise participate in its meetings in any manner without the consent of the Chairman. However, if there is an objection by a Council member to such address there shall be a vote of the Council upon the matter. The Executive Director and other members of the staff shall have the right to address the Council and participate in discussion.
 - 4) Disruption – Anyone disrupting or otherwise interfering with the conduct of a meeting shall be removed from the place of meeting by order of the Chairman.
 - h) Agenda – The Chairman shall prescribe the agenda for all Council meetings. Any Council member may have an item placed on the agenda by notifying the Chairman in writing in advance of the mailing of the agenda. Such notification also should include a copy of any written materials that the Council member wishes distributed to the Council members. In every agenda, except at special meetings, there shall be a category entitled "New Business" for the initiation of matters not included in the agenda for the meeting. However, new business matters that would adversely affect the rights of any party(ies) may not be finally acted on unless the party(ies) affected has been given prior written notice thereof.

- i) Notice – An agenda, together with a notice of the time and place of all regular meetings shall be mailed to Council members at least seven (7) days prior to the meeting date. The Chairman may postpone or reschedule any regular or special meeting upon at least 24 hours notice - by telephone, mail or equivalent means- prior to the scheduled meeting. Notice of the rescheduled meeting date shall be provided at least 24 hours in advance. However, no rescheduled regular or special meeting which is to include public hearings or regulatory or rulemaking proceedings shall be rescheduled without notice being mailed at least seven (7) days prior to the rescheduled meeting date.
- j) Expenses – Members of the Council shall serve without compensation. Council Members shall be entitled to reimbursement for reasonable expenses incurred in connection with their duties.

(Source: Amended at 18 Ill. Reg. 13448, effective August 22, 1994)

Section 1720.330 Committees

- a) Committee Structure – The Council may have both ad hoc and standing committees.
- b) Standing Committees – Standing Committees shall be established by the Council through resolution directing the Chairman to appoint such a committee and defining the committee's mission and responsibility. The committees shall function consistent with subsection (j) below. Standing committee reports and recommendations shall be presented to the Council for review, consideration, acceptance, adoption, or other appropriate Council action. The Council shall establish the Grant Review Committee. The Grant Review Committee shall recommend programs, implement entities, and award amounts to the Council, consistent with the Act, the Rules for the Award and Monitoring of Trust Funds, and the annual statewide strategy approved by the Council.
- c) Ad Hoc Committees – Ad Hoc Committees shall exercise those powers as are delegated to them by the Chairman, these Organizational Rules, and as are appropriate to their mission and responsibility. Ad Hoc Committee reports and recommendations shall be submitted to the Chairman and the Council and shall be advisory only.
- d) Membership – The Chairman shall appoint all committee chairmen and vice chairmen. Standing committees shall consist of at least three (3) Council members appointed by the Chairman. Ad Hoc Committees shall include at least one council member, appointed by the Chairman. The Chairman may appoint non-Council members to an ad hoc committee. The members of all committees shall serve at the pleasure of the Chairman.
 - 1) Committee Designees – A Council member may appoint a deputy director, assistant director, or a similar senior level staff person as the Council member's designee to serve as a voting member on a committee. Such designation shall be

submitted in writing to the Chairman of the Council who will inform the appropriate committee chairmen.

- 2) Written Communication – When unavailable for meetings, committee members or their designees may present signed and dated written communications which shall be distributed or read to committee members by the chairman. Such written communications shall not be considered proxies, votes or motions. However, a motion or motions may be made by other members concerning the contents of such written communication. Such written communications shall be included in the minutes of the committee meeting.
- e) Meetings – Either the Chairman or a committee chairman may schedule a committee meeting.
- f) Quorum – A quorum of a committee shall constitute a majority of the committee members or their designees including the committee chairman or vice chairman, who are present, in person or by telephone, at the initial roll call at the commencement of any committee meeting. If a quorum is not present at the scheduled time of the meeting, the committee chairman may continue a roll call for a reasonable time after which, if a quorum is still not present, the committee meeting shall be adjourned. No vote may be taken unless at least three (3) committee members or their designees, are present at the time of the vote.
- g) Participation – With the consent of a committee chairman, representatives of any Council member, specifically designated to the Chairman of the Council, may participate in any committee for discussion purposes. Members of the Council who are not committee members shall have the right to participate in committee meetings but shall not have the right to vote. However, the Chairman of the Council may designate any Council member to become an ad hoc voting member of a committee when necessary to ensure a quorum.
- h) Notice – A committee meeting shall be scheduled upon at least seven (7) days notice by telephone, mail, or equivalent means, to committee members. However, notice for any committee meeting involving public hearings or regulatory or rulemaking proceedings must be mailed at least fourteen (14) business days prior to the meeting date.
- i) Oversight of Committees – In order to provide for oversight by the Council of committee activities, whether ad hoc or standing, Council members shall be notified by phone, mail, or equivalent means, of all motions passed by a particular committee, within seven (7) days of any committee meeting, or prior to the next meeting of that committee, or before the next meeting of the Council, whichever is sooner. Within fourteen (14) days of receipt of such information, a special meeting of the Council may be convened upon the request of four (4) Council members, for the purpose of fully discussing any action taken by a committee and to supersede the authorization granted to the committee to act on the Council's behalf in any particular matter.

- j) Minutes and Reports – Minutes of all committee meetings shall be kept. Copies of minutes shall be furnished to all members of the Council within 42 days following each committee meeting. Minutes and reports shall be the responsibility of the committee secretary.
- k) Rules – Committees shall be governed by these Organizational Rules and any and all amendments thereto.

(Source: Amended at 18 Ill. Reg. 13448, effective August 22, 1994)

Section 1720.340 Council Staff

- a) Executive Director – The Executive Director of the Authority shall be appointed by and shall serve at the pleasure of the Governor. In addition to Authority duties and responsibilities, the Executive Director shall function as the chief executive officer of the Council. In that capacity, and at the direction of the Council, the Executive Director is authorized to bind the Council in contractual and other matters affecting the general operations and responsibilities of the Council, as provided in the Illinois Motor Vehicle Theft Prevention Act. The Executive Director shall administer the Motor Vehicle Theft Prevention Trust Fund at the direction of the Council, and may also exercise such additional powers on behalf of or as may be delegated to him from time to time by the Council or its committees.
- b) Council Staff – The Council Staff shall consist of such administrative professional, clerical and other personnel as deemed required by the Executive Director and allowed for in the annual budget approved pursuant to Section 1720.350 of these rules, to assist the Council in performing its duties and fulfilling its responsibilities. The Council staff shall be organized by the Executive Director as he may deem appropriate to effectuate the purposes of the Motor Vehicle Theft Prevention Act.

Section 1720.350 Annual Council Budget

- a) Annual Budget – On an annual basis, the Executive Director shall prepare for the Council's review and approval a fiscal year budget for operations, awards and grants, and Trust Fund Income.
- b) Appropriations – The budget approved by the Council shall be incorporated into the Illinois Criminal Justice Information Authority's regular requests for appropriations in the form and manner required by the Bureau of the Budget, and shall be submitted to the Governor's Office by the Executive Director on behalf of the Council.
- c) Supplemental Appropriations – Requests for supplemental appropriations, if necessary, shall also be prepared by the Executive Director for consideration by the Council, prior to submission to the Governor's Office.

Section 1720.360 Amendment of Organizational Rules

These Organizational Rules may be amended at any regular or special meeting by a majority of the members present, provided that the proposed amendment shall have been distributed at least seven (7) days prior to such meeting

Section 1720.370 Unspecified Matters

All matters not specified by these Organizational Rules shall be governed by the Illinois Motor Vehicle Theft Prevention Act (Public Act 86-1408), the Illinois Criminal Justice Information Act (Ill. Rev. Stat. 1989, ch. 38, par. 210-1 et seq.) [5 ILCS 3930/1 et seq.], the Open Meetings Act (Ill. Rev. Stat. 1989, ch. 102, par. 41 et seq.) [5 ILCS 120/1 et seq.], the Illinois Administrative Procedure Act (Ill. Rev. Stat. 1989, ch. 127, par. 1001 et seq.) [5 ILCS 100/1-1 et seq.], the rules of the Illinois Criminal Justice Information Authority, the rules of the Illinois Motor Vehicle Theft Prevention Council, and the latest edition of Robert's Rules of Order whenever applicable.

(Source: Amended at 18 Ill. Reg. 13448, effective August 22, 1994)

Section 1720.380 Effective Date

The Organizational Rules take effect upon their approval by a majority of those Council members present, and the filing of a copy thereof with the Office of the Secretary of State, and the fulfilling of any other statutory requirements, in accordance with the law.

**EXECUTIVE ORDER CREATING THE ILLINOIS INTEGRATED JUSTICE
INFORMATION SYSTEM IMPLEMENTATION BOARD**

WHEREAS, the tragic events of September 11, 2001, and the recent Washington, D.C. serial sniper incidents underscore the need to link justice information systems to close loopholes that allow dangerous criminals to move about without fear; and

WHEREAS, providing justice decision makers the right information at the right place and at the right time results in better decisions which improves public safety and results in the efficient use of public resources; and

WHEREAS, in light of the need to share critical subject information for protecting citizens from a terrorist attack and ensuring public safety, Illinois government officials must safeguard individual privacy interests and prevent unauthorized disclosures of information; and

WHEREAS, the members of the Illinois Integrated Justice Information System Governing Board have completed their strategic planning mission, have reported to the Governor and the General Assembly, and have created a plan for the implementation of an integrated justice information system for the state of Illinois; and

WHEREAS, an Implementation Body must be created to implement the strategic plan of the Illinois Integrated Justice Information System Governing Board, to set goals and objectives for integrated justice information systems, to foster communication and collaboration with justice stakeholders, to coordinate the funding of integration efforts by identifying available resources among national, state, and local participants to promote collaboration and minimize duplication of efforts, and to maintain public accountability of the justice system; and

WHEREAS, the primary obstacle to electronic information sharing between justice agencies is the lack of standards for information exchange, Illinois must adopt and build upon standards that have been developed at the national level to facilitate information sharing between disparate justice systems at national, state, and local levels.

Therefore, I, Rod Blagojevich, hereby order the following:

I. THE ESTABLISHMENT OF THE ILLINOIS INTEGRATED JUSTICE INFORMATION SYSTEM IMPLEMENTATION BOARD

There is hereby created within the Illinois Criminal Justice Information Authority an Illinois Integrated Justice Information System Implementation Board (“the Implementation Board”), consisting of 23 members, which shall independently exercise its powers, duties, and responsibilities.

II. MEMBERSHIP OF THE IMPLEMENTATION BOARD

- (a) The Attorney General or his or her designee;
- (b) The Secretary of State or his or her designee;
- (c) The Director of the Illinois Criminal Justice Information Authority;
- (d) The Director of the Illinois State Police;
- (e) The Director of the Illinois Department of Central Management Services;
- (f) The Director of the Illinois Department of Corrections;
- (g) The Director of Technology in the Governor’s Office
- (h) The Superintendent of the Chicago Police Department;
- (i) The Cook County State’s Attorney;
- (j) The Cook County Sheriff;
- (k) The Clerk of the Circuit Court of Cook County
- (l) The Cook County Chief Information Officer;
- (m) The Cook County Public Defender;
- (n) A member of the Illinois Juvenile Justice Commission appointed by the Chair of the Illinois Juvenile Justice Commission;
- (o) A representative appointed by the Illinois Association of Chiefs of Police;

- (p) A representative appointed by the Illinois Sheriffs' Association;
- (q) A representative appointed by the Illinois State's Attorneys Association;
- (r) A representative appointed by the Illinois Association of Court Clerks;
- (s) A representative appointed by the Illinois Probation and Court Services Association;
- (t) A representative appointed by the Illinois Public Defender Association;
- (u) A member of a county board other than Cook County appointed by the Governor;
- (v) A mayor, president, or manager of an Illinois municipality appointed by the Governor;
- (w) Two members of the general public appointed by the Governor. The Implementation Board may allow members identified in sections (d) through (m) above to appoint a designee to serve in his or her place as voting members of the Implementation Board.

The Supreme Court may appoint two non-voting members to serve as liaisons to the Implementation Board from the Illinois Judicial Branch. Additionally, the Implementation Board shall actively and continuously seek the input, assistance and participation of other departments, agencies, boards and commissions, units of government, private organizations, and public interest groups as necessary as appropriate.

From its membership, the Implementation Board shall elect a chair with the authority to create ad hoc committees to assist in the completion of this order.

Members of the Implementation Board shall serve without compensation. All members shall be reimbursed for reasonable expenses incurred in connection with their duties.

III. POWERS, DUTIES AND RESPONSIBILITIES OF THE IMPLEMENTATION BOARD

- (a) To promote the integration of justice information systems in Illinois;
- (b) To coordinate the development, adoption and implementation of plans and strategies for sharing justice information;
- (c) To coordinate the development of systems that enhance integration;
- (d) To establish standards to facilitate the electronic sharing of justice information;

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- (e) To promulgate policies that protect individuals' privacy rights related to the sharing of justice information;
- (f) To apply for, solicit, receive, establish priorities for, allocate, disburse, grant, contract for, and administer funds from any source to effectuate the purposes of the executive order;
- (g) To promulgate rules or regulations as may be necessary to effectuate the purposes of this executive order;
- (h) To report annually, on or before April 1st of each year to the Governor and the General Assembly, on the Implementation Board's activities in the preceding fiscal year; and
- (i) To exercise any other powers that are necessary and proper to fulfill the duties, responsibilities, and purposes of this executive order and to comply with the requirements of applicable federal or state laws or regulations.

IV. EFFECTIVE DATE

This Order shall be in full force and effect upon its filing with the Secretary of State.

ROD R. BLAGOJEVICH
Governor

ILLINOIS INTEGRATED JUSTICE INFORMATION SYSTEMS ADMINISTRATIVE CODE

TITLE 2: GOVERNMENTAL ORGANIZATION

SUBTITLE E: MISCELLANEOUS STATE AGENCIES

CHAPTER XI: ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY

**PART 1760 ILLINOIS INTEGRATED JUSTICE INFORMATION SYSTEMS
IMPLEMENTATION BOARD ORGANIZATION**

Section

1760.100 Preamble
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1760.150 Unspecified Matters
1760.160 Effective Date

AUTHORITY: 20 ILCS 3930/7; Executive Order 2003-16, effective July 2, 2003.

SOURCE: Adopted at 28 Ill. Reg. 5262, effective March 12, 2004.

Section 1760.100 Preamble

The Illinois Integrated Justice Information System Implementation Board (hereinafter called the "Board"), created within the Illinois Criminal Justice Information Authority (hereinafter called the "Authority"), shall have the duties and responsibilities set forth in Executive Order 2003-16, effective July 2, 2003. The purpose of this Board is to promote the integration of justice systems in Illinois, to coordinate the development, adoption, and implementation of plans and strategies for sharing justice information, to establish standards to facilitate the electronic sharing of justice information, and to promulgate policies that protect individuals' privacy rights related to the sharing of justice information.

Section 1760.110 Membership and Officers

- a) Chair – The Chair shall be a Board member or official designee elected by the membership of the Board. The Chair shall serve a term of two years.
- b) Elections – Elections for Chair shall take place every other year during the Board meeting following the submission of the annual report to the Governor and General Assembly. Board members shall be provided notice at least 14 days prior to the meeting at which the Chair will be elected. Any member of the Board or an official designee may make nominations for chair from the floor or vote for any member of the Board or designee.

- c) Vice Chair – The Vice Chair shall be a Board member or designee selected by and serving at the pleasure of the Chair. Upon disability or unavailability of the Chair, the Vice Chair shall function as the Chair until the Chair again becomes able or available or until a new Chair is elected.

Section 1760.120 Meetings

- a) Regular Meetings – Regular meetings of the Board shall be held at least twice per year at the offices of the Authority or at some location to be determined by the Chair. Meetings and notice for meetings shall be in conformance with the Illinois Open Meetings Act [5 ILCS 120].
- b) Quorum – A quorum shall constitute a majority of Board members or designees then holding office who are present, in person, by telephone or other electronic means, at the initial roll call at the commencement of any regular or special meeting. If a quorum is not present at the scheduled time of the meeting, the Chair may continue a roll call for a reasonable time after which, if a quorum is still not present, the meeting shall be adjourned.
- c) Passage of Motions – After a quorum is announced, a majority of those voting on a motion shall be sufficient to pass and make it the official act of the Board. After a quorum is announced, Board business may continue to be transacted by the members remaining, provided, however, that no vote may be taken unless at least eight of the members then holding office are still present at the time of the vote.
- d) Voting Procedures – The Chair shall have the right to call for a vote by voice vote or by leave to adopt a previous roll call vote, in all cases, unless there is an objection by one member, in which case a roll call vote shall be taken. The minutes shall reflect the results of each roll call.
- e) Participation in Meetings
 - 1) Proxies – Proxies to vote shall not be permitted. A Board member or official designee may be present, in person, by telephone or other electronic means, to record his or her vote and to present a motion or motions.
 - 2) Designees – The ex officio members of the Board may appoint a deputy director, assistant director, or similar senior level staff person as the Board member's designee to serve as a voting member on the Board or on any committee. Such designation shall be in writing to the Chair of the Board. Designees shall have the full rights and authority as the ex officio member on the Board. For purposes of these rules, the ex officio members of the Board are: the Attorney General, the Secretary of State, the director of the Illinois Criminal Justice Information Authority, the director of the Illinois Department of State Police, the director of

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the Illinois Department of Central Management Services, the director of the Illinois Department of Corrections, the director of technology in the Governor's Office, the superintendent of the Chicago Police Department, the Cook County State's Attorney, the Cook County Sheriff, the clerk of the circuit court of Cook County, the Cook County Chief Information Officer, and the Cook County Public Defender.

- 3) Written Communication – When unavailable for meetings, Board members may present signed and dated written communications which shall be distributed or read to Board Members by the Chair. Such written communication shall not be considered proxies, votes or motions. However, a motion or motions may be made by other members concerning the contents of such written communication. Such written communications shall be included in the minutes of the meeting.
- 4) Discussion – Discussion and participation in meetings shall be subject to Robert's Rules of Order. Non-Board members may address the Board or otherwise participate in its meetings in any manner with the consent of the Chair. However, if there is an objection by a Board member to such address there shall be a vote of the Board upon the matter.
- 5) Disruption – Anyone disrupting or otherwise interfering with the conduct of a meeting shall be removed from the place of meeting by order of the Chair.
- f) Agenda – The Chair shall prescribe the agenda for all Board meetings. Any Board member may have an item placed on the agenda by notifying the Chair in writing in advance of the mailing of the agenda. Such notification also should include a copy of any written materials that the Board member wishes distributed to the Board members.
- g) Notice – An agenda, together with a notice of the time and place of all regular meetings shall be mailed to Board members at least seven days prior to the meeting date. The Chair may postpone or reschedule any regular or special meeting upon at least 24 hours notice – by telephone, mail or equivalent means – prior to the scheduled meeting. Notice of the rescheduled meeting date shall be provided at least 48 hours in advance.
- h) Expenses – Members of the Board shall serve without compensation. Board Members shall be entitled to reimbursement for reasonable expenses incurred in connection with their duties.

Section 1760.130 Committees

- a) Committee Structure – The Chair, in consultation with the Board, shall create committees as necessary to achieve the purposes of Executive Order 2003-16. Committees shall exercise those powers as are delegated to them by the chair and as are appropriate to their mission and responsibility.

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- b) Membership – The Chair shall appoint all committee chairs, vice chairs and members of committees. The Chair shall appoint Board members or their official designees as chairs of committees. The Chair may appoint non-board members as full voting members of any committee. The members of all committees shall serve at the pleasure of the Chair.
- c) Meetings – Either the Chair or a committee chair may schedule a committee meeting.
- d) Quorum – A quorum of a committee shall constitute a majority of the committee members or their designees then holding office, including the committee chair or vice chair, who are present, in person or by telephone, at the initial roll call at the commencement of any committee meeting. If a quorum is not present at the scheduled time of the meeting, the committee chair may continue a roll call for a reasonable time after which, if a quorum is still not present, the committee meeting shall be adjourned. No vote may be taken unless at least three committee members, are present at the time of the vote.
- e) Participation – With the consent of a committee Chair, representatives of any Board member may participate in any committee for discussion purposes. Members of the Board or designees who are not committee members shall have the right to participate in committee meetings and vote. The Chair of the Board may designate any Board member or designee to become an ad hoc voting member of a committee when necessary to ensure a quorum.
- f) Notice – A committee meeting shall be scheduled upon at least seven days notice by telephone, mail, or equivalent means, to committee members.
- g) Oversight of Committees – Committee chairs shall report committee actions to the Board at the next Board meeting following the committee meeting.
- h) Minutes and Reports – Minutes of all committee meetings shall be kept. Copies of minutes shall be furnished to all members of the Board prior to the next Board meeting or within 42 days following each committee meeting, whichever is later.
- i) Rules – Committees shall be governed by these Organizational Rules and any and all amendments to these rules.

Section 1760.140 Amendment of Organizational Rules

These Organizational Rules may be amended at any regular or special meeting by a majority of the Board members present, provided that the proposed amendment shall have been distributed at least seven days prior to such meeting.

Section 1760.150 Unspecified Matters

All matters not specified by these Organizational Rules shall be governed by the Open Meetings Act [5 ILCS 120], the Illinois Administrative Procedure Act [5 ILCS 100], and the latest edition of Robert's Rules of Order whenever applicable.

Section 1760.160 Effective Date

The Organizational Rules take effect upon their approval by a majority of those Board members present, and the filing of a copy thereof with the Office of the Secretary of State, and the fulfilling of any other statutory requirements, in accordance with the law.

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ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY MEMBER CONTACT INFORMATION

MEMBERS

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| ELLIS, Peter M. | Chairman/Executive Director | 3-1306 | | | |
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Attachment O

**TRAVEL INFORMATION
FOR
PUBLIC OFFICIALS AND EMPLOYEES**

**Complete information for travel rules and regulations can be found in
“A Travel Guide for State of Illinois Employees, FY2011”
at http://www.cms.il.gov/cms/download/pdfs/travelguide_FY2011.pdf**

Following is a Reimbursement Schedule from the Guide covering auto mileage, per diem/meals, and lodging. For specific questions or guidance, please contact the Authority’s Travel Coordinator, Rosalie Castillo by phone at 312/793-8675 or e-mail at rosalie.castillo@illinois.gov.

Section 2800.Appendix A**Reimbursement Schedule**

The following rates are effective for Agencies under the jurisdiction of the Board.

| Type of Reimbursement | Rate |
|--|---|
| <u>Mileage</u> | |
| Auto | \$0.51/mile (effective January 1, 2011) (see section 3000.300(f)(2) of the Travel Regulation Council Rules) |
| <u>Per Diem/Meals</u> | |
| Within the State of Illinois | |
| Breakfast | \$ 5.50 |
| Lunch | \$ 5.50 |
| Dinner | \$ 17.00 |
| Per Diem -- Quarter | \$ 7.00 |
| Per Diem -- Day | \$ 28.00 |
| Outside the State of Illinois | |
| Breakfast | \$ 6.50 |
| Lunch | \$ 6.50 |
| Dinner | \$19.00 |
| Per Diem -- Quarter | \$ 8.00 |
| Per Diem -- Day | \$ 32.00 |
| <u>Lodging</u> | |
| Chicago Metro | |
| County of Cook (see 3000.400(b) of the Travel Regulation Council Rules) | \$149.00 * |
| Counties of DuPage, Kane, Lake, McHenry and Will | \$80.00 |
| Downstate Illinois | |
| Counties of Champaign, Kankakee, LaSalle, McLean, Macon, Madison, Peoria, Rock Island, St. Clair, Sangamon, Tazewell, and Winnebago | \$70.00 |
| All other counties | \$60.00 |

Out-of-State

District of Columbia (includes the cities of Alexandria, Falls Church, and Fairfax, the counties of Arlington, Loudoun, and Fairfax in Virginia; and the counties of Montgomery and Prince Georges in Maryland)

(See Section 3000.400(b) of the Travel Regulation Council Rules and Travel Update 07-03 for Clarification) *

New York City (includes the boroughs of the Bronx, Brooklyn, Manhattan, Queens, and Staten Island; Nassau and Suffolk Counties)

\$110.00

All other out-of-state locations

\$90.00

Out-of-Country

Actual Reasonable

* The maximum reimbursement rate in Cook County and in the District of Columbia is equal to the rate established by the federal government. However, hotels in Cook County (on the Preferred Hotel Listing) have agreed to offer state employees rates of \$149.00 or less for Fiscal Year 2010. Employees should always attempt to obtain a room at or below \$149.00 at hotels in Cook County.