

# Data Systems Bureau

The men and women assigned to the Data Systems Bureau were immersed in a variety of projects during 1998. Everything from identifying and correcting potential Year 2000 issues to assisting Department members resolve problems with their workstations was part of the daily regimen, running alongside the continuing development of new systems.

Data Systems Bureau is organized by function, with sections responsible for the Sheriff's Data Network, JDIC, Systems Development, Custody Automation and Information Systems. Each of these teams undertook tasks which wove through not only the Sheriff's Department but the entire County law enforcement and justice community. These efforts, while resource-intensive, have provided the Department with a solid, dynamic foundation for future growth.

### Sheriff's Data Network

The Sheriff's Data Network (SDN) continued with the rollout to Sheriff's facilities and with the expansion of the Wide Area Network to every law enforcement agency in Los Angeles County. During the calendar year, an additional 3,500 workstations at various facilities were added to the network. Every patrol station will be online by mid-1999. At the end of 1998, 26 outside agencies had direct, high-speed

connection to the SDN. By mid-1999, all police agencies and several State and Federal agencies, including the FBI, will have direct connections to the SDN.

The addition of desktop computers during 1998 brought the total to 5,000 workstations on the SDN, serving more than 10,000 users. By the end of 1999, all of Custody Division and Court Services Division will be on the SDN, completing the total Department rollout of NT workstations to all facilities.

Another major project completed by the SDN unit was to initiate a total department FAX solution. This has provided more than 1,000 users with their own personal FAX number, in addition to each unit being issued a group FAX number. This provides the means to send and receive facsimiles directly over the SDN through users' workstations.

The SDN unit also provided a means by which selected members of the Department could securely dial into the network from home workstations or mobile laptops, enabling connection to the network from anywhere in the world.

All users were provided with Outlook e-mail accounts and with Internet mail accounts. This enables any SDN

user to exchange e-mail with anyone having an SDN account or an Internet account. Specific individuals whose duties required Internet access were also provided with the ability to access the World Wide Web. A Department Internet website was established, allowing citizens access to vital information which relates to services provide by this Department. An internal Intranet was also developed. This Intranet allows every Department member to access a myriad of information pertaining to the Sheriff's Department.

Finally, the SDN section embarked on a joint effort between adjoining counties to establish direct high speed connections to each other's law enforcement data. This will enable counties to share information contained in local criminal databases, an ability which was never before available. By April 1999, the first connection will be established between the Los Angeles County Sheriff's Department and the Orange County Sheriff's Department, allowing for the exchange of critical information vital to investigators assigned to both county agencies. This connectivity will be expanded to include San Bernardino and San Diego Counties.

### Custody Automation Plan

The Custody Automation Plan was approved by the Board of Supervisors on October 14, 1997. It addresses both short and long term technology projects that deal with custody issues involving medical and mental health, overcrowding, erroneous releases, overdetentions, and other problems that have hampered operations. The plan calls for a phased development strategy designed to deliver new applications, build the PC/LAN infrastructure at all custody facilities, and eventually replace aging applications. Work has commenced on the following projects with completion dates spread over the next five years.

### Jail Health Information System (JHIS)

JHIS will provide complete, accurate, and accessible clinical documentation to Medical Services. Using a customized version of an "off-the-shelf" hospital software package, an on-line medical record will be available from any custody facility.

### TCIS/AJIS Interface

The Trial Court Information System (TCIS) will be electronically linked to the Automated Justice Information System (AJIS), thus improving the speed and accuracy of communication between the courts and the Inmate Reception Center (IRC).

### Defendant/Inmate Movement Management System (DIMMS)

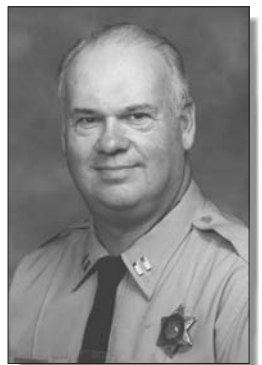
DIMMS will manage a defendant/inmate's transportation, location tracking, security, and return from court. It will also automate some of the manual paperwork processes now associated with inmate movement back to IRC from the courts.

### AJIS Replication

This project will enable historical and current AJIS data to be replicated on an Oracle server in a relational database. Custody Division will be provided with query capability to support both operational and management needs, rather than depending on mainframe programmers for reports.

### PC/LAN Infrastructure

A necessary prerequisite to the enabling of major components of the Custody Automation Plan, such as JHIS, DIMMS, and the new AJIS, is building the Personal Computer/Local Area Network (PC/LAN) infrastructure at older Custody/Court Services facilities and installing PCs.



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**AJIS/Livescan Interface**

The Livescan interface will ensure that all inmates in AJIS have been positively identified, and that each record includes a fingerprint-based number. The second phase of this interface will ensure that a skeleton record is established for all bookings in the County, including those by agencies not currently participating in Consolidated Booking.

**Inmate Report Tracking System (IRTS)**

This application will provide a database repository for reporting custody events such as discipline, complaints, injuries, and disturbances. Accurate incident information will be available for statistical or management support purposes.

**AJIS Expansion/Mainframe Replacement**

AJIS needs to be expanded or enhanced to meet the needs of the Custody Division and the Department. There are processes, both manual and automated, that could be improved through process re-engineering. Existing jail software packages will be surveyed to determine the feasibility of inclusion in the system solution. A fast track strategy will be employed to transition all functionality and system interfaces off the mainframe to the new client/server environment.

**Automated Warrant Check**

This project will ensure that a comprehensive warrant check occurs automatically at booking, at the time of positive identification, and just prior to release.

**Systems Development Section**

Current applications under development:

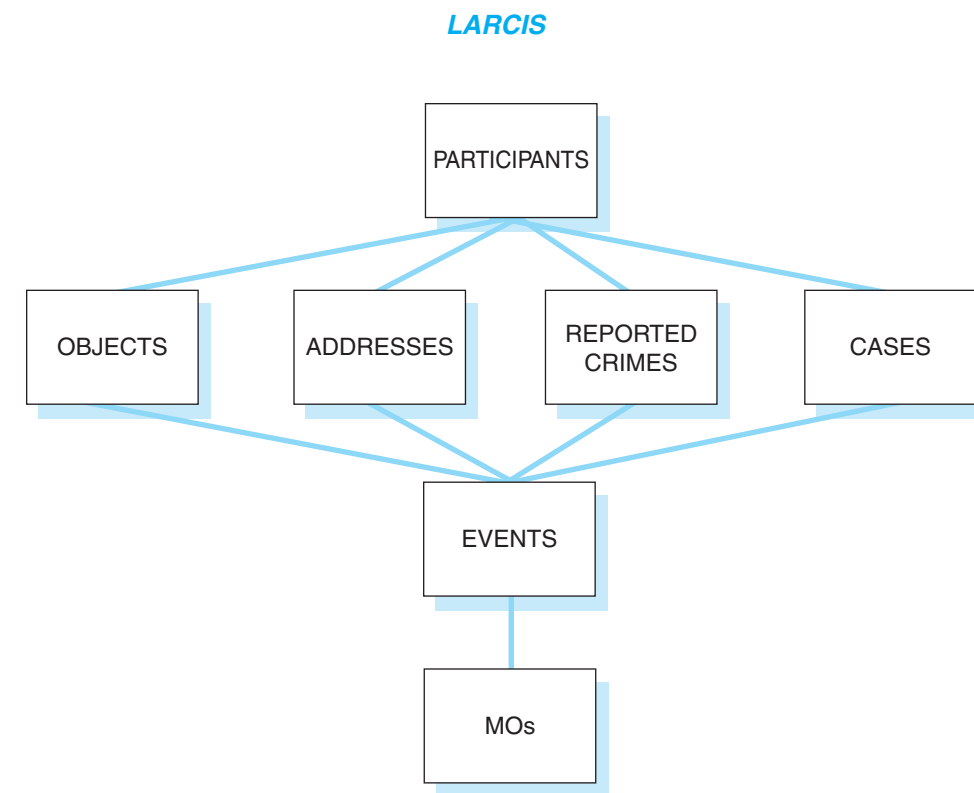
**The Los Angeles Regional Crime Information System (LARCIS)**

This is an online computer system designed to integrate the functions of capturing, storing, collecting, evaluating and disseminating information related to any crime, arrest or incident report written by either the Los Angeles County Sheriff's Department, the Los Angeles Police Department or other participating agencies. This system has been designed to improve the quality, management and sharing of information to field personnel, administrative managers and executives.

LARCIS will maintain information pertaining to Crimes, Arrests, Weapons, Stolen and Recovered Vehicles, Field Interviews, Sex Registrants, Narcotics Registrants, Arson Registrants, Gun Registrants, Pawn Slips and employee injuries. LARCIS is designed to incorporate additional areas of information that contain people and/or places and/or things.

Functionally, LARCIS is broken into seven primary areas:

1. **PARTICIPANTS:** *Maintaining known information about an individual.*
2. **OBJECTS:** *Details of any Weapons, Vehicles or Property which may have been involved.*
3. **ADDRESSES:** *Describes Crime, Participant and Mapping display information.*
4. **REPORTED CRIMES:** *Describes the Charges and Statistical Reporting Categories.*
5. **CASES:** *Maintains Investigator Assignments and Case Management functions.*
6. **EVENTS:** *Describes the activity about which information is being collected.*
7. **MO:** *Describes the Modus Operandi used in a crime.*



The foundation of LARCIS is a networked relational database. When completed, this application will be accessible to all law enforcement agencies in Los Angeles County.

**Personnel Performance Index for Windows NT (PPI II)**

DSB is in the process of converting an existing NeXTSTEP-based application to the Windows NT environment, utilizing Oracle development tools.

The development and implementation of the original Personnel Performance Index System (PPI), in March 1997, was key to the Department's response to the Kolts Report recommendations. Specifically, the PPI allows Department managers and executives, for the first time, to manage their human resources more effectively, while considering the inherent risks associated with law enforcement civil liability.

**Regional Allocation of Police Services for Windows NT(RAPS II)**

The development and implementation of the current system was key to the Department's ability to retrieve patrol function data via an on-line relational database management system. The RAPS system is updated every 24 hours with information from the Mobile Digital Communications System (MDCS). RAPS is available on the Sheriff's wide-area network (SDN), and functions as an MIS and decision support system for the Field Operations Divisions and other units in the Sheriff's Department. RAPS contains on-line data from January 1993 to the present.

The RAPS II project will extend the application functionality beyond the year 2000, by designing and building the new application utilizing Oracle Designer 2000 and Developer 2000, including Forms 5.0 and Reports 3.0.

**Information Systems Section (DSBIS)**

DSBIS is responsible for the design, development, implementation, training, and maintenance of automated systems owned and/or utilized by the Office of Administrative Services and Personnel and Training Divisions.

These systems include:

**Personnel Information Management System (PIMS)**

PIMS tracks and monitors data related to the Department's items, funding sources, employees, sworn/civilian transfer requests, bilingual allocations and injury/illness cases. PIMS currently consists of the following modules:

- Personnel Item Control Tracking System
- Personnel Bilingual Tracking System
- Sworn/civilian Transfer Preference Tracking System
- Alpha Processing Tracking System
- Benefit Tracking System
- Health and Safety Injury/Illness Case Tracking System

The current PIMS users include Personnel Administration, Chief's aides (reports) and Health and Safety staff.

**Financial Management System (FMS)**

FMS tracks the Department's services and supplies budget and expenditures by unit. It allows users to order supplies from the Central Supply Warehouse and/or various Agreement and Non-agreement vendors. It provides accurate and timely financial information for decision-making purposes. FMS currently consists of the following modules:

- Central Supply Warehouse Inventory Management System
- Procurement System
- Services and Supplies Budgeting System
- General Accounting System

The current FMS users include budget representatives, Fiscal Operations, Fiscal Budget Unit staff, Central Supply Warehouse and more than 400 department-wide employees.

**Sheriff's Human Resources Management Information Systems (SHRMIS)**

DSBIS has been tasked with the development of a single, Department wide, comprehensive human resource management information system. The goal of this project is to automate the majority of Personnel's operations' coupling or tying the internal automated functions to the related fiscal and budgetary operations.

Phase one of SHRMIS successfully replaced the Department's IBM mainframe operation, Automated Timekeeping Personnel/Payroll System (ATPS), with a new procedure which operates on the Department's super minicomputer. Phase one also introduced the Department's Employee Locator screens, the electronic assignment cards and the historical assignment data repository.

**Sheriff's Multiuser Archival & Retrieval Training System (SMARTS)**

DSBIS has been tasked with the development of a consolidated training records system. This application will consolidate and replace the Department's three independent training systems, and will provide Department-wide access to training requirements, course history and employee training resumes to more than 300 training representatives throughout the Department.

**Budget Information Management System (BIMS)**

BIMS is used to create the Department's annual staffing compliment, and tracks positions, salaries and employee benefits by bureau. The BIMS users include Fiscal Services Budget Unit staff.

**CountyWide Accounting and Purchasing System (CAPS)**

CAPS is a County-wide system owned by the Auditor Controller. It tracks expenditures by department, by fiscal year, by month and by organization code. It also contains agreement vendor information. DSBIS downloads data from CAPS for the Financial Management System and Budget Information Management System. The current users of CAPS are Fiscal Operations and Budget Unit staffs.

**CountyWide Time and Attendance Personnel/ Payroll System (CWTAPPS)**

CWTAPPS is a county-wide system owned by the Auditor Controller. It tracks job, time and personal information. DSBIS downloads data from CWTAPPS for the Sheriff's Human Resources Management Information System. The current users of CWTAPPS are Personnel Administration (i.e., Personnel, Payroll and Consolidated Timekeeping) and Timekeepers. DSBIS supports all hardware and software required for Timekeepers to access CWTAPPS.

**County-wide Payroll (CWPAY)**

CWPAY is a County-wide system owned by the Auditor Controller. It tracks earnings and payment information. CWPAY is responsible for issuing paychecks to County employees. DSBIS downloads data from CWPAY.

**Applicant Tracking System (TRAC)**

TRAC provides the Examination Unit of Personnel Administration with the capability of tracking, scoring, notifying and certifying applicants for employment.

**Booking Fee Recovery System**

The Booking Fee Recovery System is a revenue generating application. It is used to identify inmate booking

charges that are billable to other cities or agencies, and produces the respective invoices. DSBIS downloads data from the Automatic Jail Information System (AJIS) for this application.

**Background Applicant Tracking System**

The Background Applicant Tracking System (BATS) is used by Personnel Services to do caseload management, operations processing and status reporting of individuals being investigated for employment purposes.

**DSBIS's 1998 key accomplishments:**

- Developed the Estimated Actual Forecasting System. This application was developed for Fiscal Services Budget section and is used to project future expenditures, by bureau, based on prior months' charges, defined service levels, special events and anticipated budgetary adjustments and trends.
- Developed the Sheriff's Employee Data Systems (SEDS) interface. This screen identifies employees by current unit of assignment and those individuals who have left the Department. The interface was developed for the Data Systems Bureau Network group, in an effort to manage systems access.
- Successfully migrated DSBIS applications to a new server and new database version.
- Upgraded and certified 80% of DSBIS applications as Y2K compliant.
- Produced and distributed more than 1,800 reports and raw data extracts for employees and systems throughout the Department.
- Trained more than 150 FMS users.